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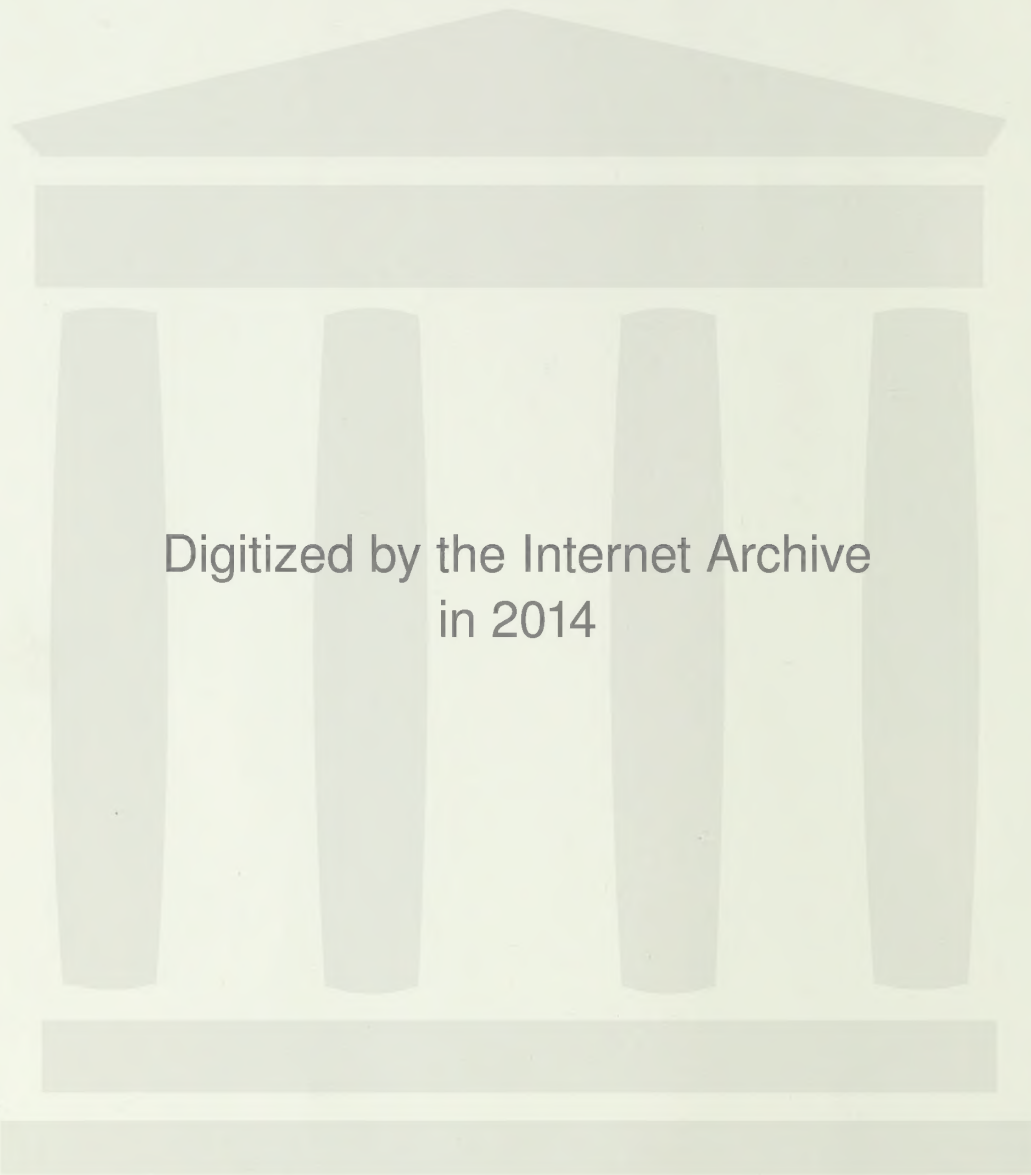


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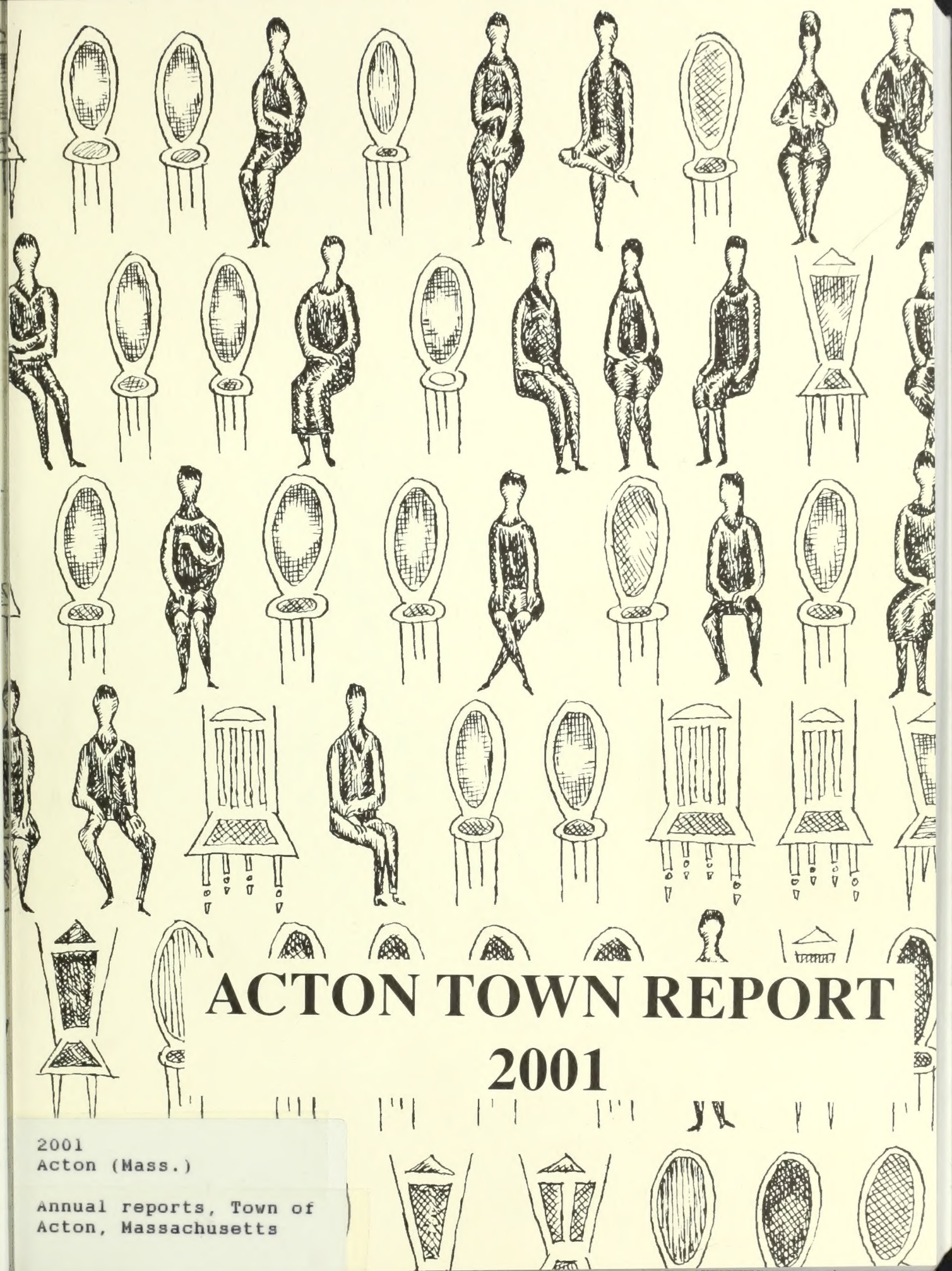






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ACTON TOWN REPORT

2001

2001
Acton (Mass.)

Annual reports, Town of
Acton, Massachusetts

Acton

Incorporated as a Town:

July 3, 1735

Type of Government:

Town Meetings ~ Selectmen/Town Manager

Location:

Eastern Massachusetts, Middlesex County, bordered on the east by Carlisle and Concord, on the west by Boxborough, on the north by Westford and Littleton, on the south by Sudbury, and the southwest by Stow and Maynard.

Elevation at Town Hall:

268' above mean sea level

Land Area:

Approximately 20 square miles

Population:

Year	Persons
1950	3,510
1960	7,238
1970	14,770
1980	19,000
1990	18,143
1991	17,509
1992	18,055
1993	18,351
1994	18,530
1995	18,517
1996	18,883
1997	19,056
1998	19,132
1999	19,305

Front Cover: "Town Meeting" (detail) by
Alfred Olchewski (1920-2001)

This picture was donated to the Acton Memorial Library by Charlotte Sagoff.



565-183

**2001
Annual
Reports**



**Town of
Acton,
Massachusetts**

**Two Hundred and Sixty-Sixth Municipal Year
for the year ending December 31st**

Ref
974.44
A188



September 25, 2001

Be it resolved that:

I The citizens of Acton, Massachusetts, strongly support our elected and appointed officials, and especially the President of the United States, in the goal of bringing to justice those people who participated in or assisted in the heinous attack on our country on September 11, 2001.

II The citizens of Acton, Massachusetts, strongly support the development of an international, multi-country effort which will work to eradicate terrorism throughout the world.

III The citizens of Acton, Massachusetts, in the spirit of justice, caution ourselves that guilt and responsibility for the heinous acts of September 11, are not attributable to any people because they practice a particular religion or are of a certain race or nationality.

IV The citizens of Acton, Massachusetts, extend our deepest sorrow, sympathy and prayers for all victims of this horrific event, including their families and friends. We are particularly saddened at the grievous losses in our own community.

V The citizens of Acton, Massachusetts, extend our grateful appreciation to the thousands of brave and selfless rescue workers who toil in nightmarish conditions in their recovery efforts.



Girl Scouts from Troop 2351 took Acton's Town Meeting resolution to Governor Jane Swift. Pictured (L-R) Jenna Laconte, Elizabeth Muller, Governor Swift, Kayla Foley, Julia Bellotti and Christine Bainbridge.

IN MEMORIAM

Phillip Martin Rosenzweig

September 9, 1945 - September 11, 2001

Madeline Amy Sweeney

December 14, 1965 - September 11, 2001

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ADMINISTRATIVE SERVICES

BOARD OF SELECTMEN

The year 2001 will always be remembered for the tragic events of September 11th and the incredible horror, grief, and support that resulted from the terrorist attacks. As the birthplace of the American Revolution, we know that the price of freedom and liberty can be very expensive. We in Acton felt the loss of two of our own citizens on September 11th, and we were touched by the loss of countless others. We extend our sorrow and grief to those families, as well as to all who suffered from these tragic events. At a special meeting of the Town on September 25th, the town passed a resolution, showing our resolve to defend freedom, to support our state and national leaders in the fight against terrorism, and to extend our thoughts and sympathy to all victims. This resolution was presented to the State Senate and the Governor in formal ceremonies later in the fall.

The attacks of September 11th placed far greater demands on our public safety resources and also raised a heightened awareness for the need for public safety and emergency preparedness to which our local law enforcement officers responded admirably. In conjunction with this awareness came the formation of the Action Neighborhood Network (ANN), a volunteer group of citizens working to establish a means of facilitating neighbor communication and cooperation in the event of any emergency or natural disaster.

Although the other activities of the board and municipal government seem mundane in comparison to the events and aftermath of September 11th, we did continue work on many ongoing projects. In the wake of a failed proposal at annual Town Meeting, work continued on developing revised plans for a new public safety facility. The Selectmen established a steering committee with various task forces to investigate alternative designs for the public safety facility as well as an analysis of the need for a new fire station in North Acton. The current intent is to bring a revised plan and budget to the Town for a vote in late spring 2002. In addition, the Town reached a successful conclusion in its collective bargaining efforts with the police, fire and highway labor units.

2001 was also a year in which several of our major public works projects neared completion including the Twin School and the Middle Fort Pond Sewer district. The sewer treatment plant was completed in late fall and awaited the final laying of the lines, construction of the pump stations and final testing before going on line in early 2002.

In late September, citizens flocked to NARA for the first annual Acton Day. The day dawned sunny and warm and the festivities attracted a large crowd. With the assistance of a dedicated group of volunteers and strong support from our business community, the day proved to be a great success, marking the beginning of an annual event. Once again our community showed its incredible strength and character as well as its appetite for having fun.

In other areas, the Board formed several advisory committees to deal with specific issues facing the town. These included a group to study the potential reuse of the Towne school building in wake of the Town Meeting vote to preserve the building and return it to the selectmen's purview. The reuse committee evaluated the potential use of the building as an arts center and its potential for affordable housing as well as other uses. The committee recommended unanimously that the Selectmen pursue the affordable housing option in light of both zoning and budgetary constraints that made the arts center infeasible. In light of the large need for affordable housing in the town, the Selectmen unanimously agreed to accept this recommendation.

The Selectmen established a study committee to analyze our ten-year history of operation under the Historic District bylaw, and to determine whether changes should be made to the bylaw. The study committee met throughout the late spring, summer and fall, and crafted several changes to the By-Law to enhance its clarity and better define its jurisdiction. These changes will be brought to Town Meeting in April.

The Selectmen also established study committees to update the Town's Open Space and Recreation Plan as well as to make a recommendation to the Selectmen regarding whether the Town should vote to enable the Community Preservation Act (CPA). The Open Space committee performed an extremely helpful survey that reiterated the Town's desire to protect open space and the update to the Open Space Plan should be completed by spring 2002. The CPA advisory committee recommended that the CPA, which would create a fund for preservation of open space, historic resources, and development of affordable housing via a tax surcharge and matching state funds, should be brought to the voters this year. In addition, the Board has begun to plan for an alternate means of disposing of solid waste when the NESWC contract expires in 2005.

The Board appointed a new Town Clerk, elevating acting Clerk, Ed Ellis, to fill the shoes previously filled so-capably by Cathy Belbin. Cathy retired in March and her dedication and hard work for the Town is greatly missed. Ed assumed Cathy's duties and was appointed to the permanent position in the fall.

The year was not without disappointments. A proposal to build an 80,000 square foot mall on Great Road was fought by a vigilant group of citizens and the Selectmen were sued personally (the first time in these Board member's memory) over their attempt to scale back the project. After considerable expense and negotiation, a revised plan was approved, but not without considerable rancor and hard feeling. Also attempts to implement the final phase of the Kelly's Corner zoning plan met opposition and narrowly lost at Town Meeting.

As we move into 2002, the economic scene remains gloomy, and the budgetary pressures created by cut backs in state local revenues is severely tested our ability to fund our basic services. Increasing demands are being placed on municipal services, especially public safety, but the funds available to meet such needs are diminishing. Even after consideration of the increases allowed under Proposition 2 1/2, revenues will remain essentially flat in 2003 while our budgets, heavily oriented to funding labor costs which, due to contractual and other constraints, increase between 3-5% per year (without any growth), pose an especially difficult dilemma for the coming years. Many other cities and towns in the Commonwealth are grappling with this same problem and face the prospect of an operating override this year. While we are fortunate this year in not requiring an override, barring a dramatic increase in state aid, we see a strong likelihood for one in the near future.

Among the Board's other regular business this year, we made the decision to move the starting-time of our meetings up to 7:00 PM and effective at the beginning of 2002 to move our regular meetings to Monday nights. We continue to adapt the 2020 planning process, and engaged in a highly successful visioning process that resulted in the development of a system dynamics model of the town. The model focused on the interaction of residential growth, commercial development and examined various policy options to curtail growth, including the possible impacts over the long term on financial, economic, and demographic trends.

As to the Board itself, Herman Kabakoff left the Board when he decided not to run for re-election in March 2001, instead returning to a position he formerly held on the Finance Committee. In his stead, Walter Foster ran and won election to the Board along with Peter Ashton who was elected to a second term. Walter has brought a keen understanding of municipal government, political process, and the needs of our citizens

as well as an articulate voice to the Board. He has worked diligently on the CPA advisory committee and the economic development committee as well as keeping a watchful eye on his former colleagues at the Planning Board. Peter was voted chairman this year and Trey Shupert was named vice-chair - both have had very busy years keeping up with the many demands of town government. Peter continued to work on various fiscal issues facing the town as well as serving on the HDC By-Law study committee, the CPA advisory committee, the Senior and Disabled Tax Aid Committee, the Towne School Reuse committee and the Open Space and Recreation Committee as well as trying to strengthen communication among all town boards and committees.

Trey Shupert has worked diligently as a member of the economic development committee, the Acton Wastewater Advisory committee and as co-chair of the Public Safety Facilities Steering Committee. Pam Harting-Barrat was named clerk and has worked on issues related to Board of Health, Nursing services and the Council on Aging. Dore' Hunter continues to amaze fellow Board members with his enthusiasm, dedication and hard work, focusing on the school building projects, transportation issues including the Rt. 2 advisory committee and MBTA board, and working with Trey Shupert on both the Acton Wastewater Advisory Committee and the Public Safety Facilities Steering Committee.

The Board continues to be supported by a uniformly capable and effective staff, lead by Town Manager Don Johnson and assistant Town Manager John Murray. The year also saw the "coming of age" of several new staff members including IT Director Mark Hald, Director of Finance Steve Barrett and Town Accountant Karen Kucala who put in countless extra hours of hard work to ensure the smooth operation of town government. In addition to paid staff, the Town enjoys the volunteer services of a host of residents who form its many committees and boards. Night after night, these hard-working individuals contribute their time to make Acton a better place for all of us to live. The Board extends its sincere thanks and appreciation to all who have served the Town and extends an invitation to all who would like to consider such a commitment.

Pete K. Ashton, Chairman
Board of Selectmen

TOWN MANAGER

"Problems arising out of the support of the war effort, organizing for local defense, co-operating with governmental agencies and correlating the life of the town to the national emergency, has multiplied by many times, both the work and responsibilities of the Board."

"Due to the fact that the Legislature did not make the necessary appropriations for new road construction under Chapter 90, no work under this chapter has been done during the year."

Annual Report, Acton Board of Selectmen, 1942

The words of the Board of Selectmen 59 years ago are, unfortunately, exactly suited to the 2001 Annual Report.

On September 11, 2001, the world changed. The horrific events of that day set into motion actions and reactions that will determine world events for decades to come. Pearl Harbor, the assassination of JFK, September 11, 2001...these are times of terrible tragedy that tear at the fabric of civilization. Who can live through such events and not be forever scarred with the memory of exactly where we were and what we were doing when we first became aware of the awful things that were unfolding around us?

On that dreadful day in September, we in Acton abruptly and tragically lost two of our friends and neighbors, Philip Rosenzweig and Amy Sweeney. Both were aboard Flight 11 that morning. We mourn their loss, celebrate their lives and give thanks for the privilege of having known and walked with them.

Acton was a leader in 1775. Then, as now, our people were among the first to fall. We know that we will recover from this tragedy but we also know that the healing process will require time and that we will never forget.

On a much lower level, the similarities to 1942 continue. The 2001 Legislature has also eliminated appropriations for local road construction (Chapter 90).

Fifty-nine years...same message!

Respectfully submitted,

Don P. Johnson, Town Manager



The West Acton Citizen's Library provides home delivery services.
Here Trudi Carson is delivering books to Justine Montois.

PERSONNEL ADVISORY BOARD _____

The Personnel Advisory Board was established in 1996 as an advisory group to provide guidance and assistance to the Town's Human Resource Director in dealing with Personnel issues.

There were no major Personnel projects undertaken in 2001. A review of the Personnel Bylaw and employment practices showed that the Town is in compliance with current state and federal employment laws.

The Board agreed to limit further meetings to those necessary to provide assistance to Charles Jones, who is the Town's Human Resource Director, the Town Manager or Board of Selectmen as requested.

Board Members
John Donnelly
Christopher Mar, Chairman
Diane Yasgur

TOWN REPORT COMMITTEE _____

Response to the year-end reports was much improved over last year. We would like to thank all the Town Employees for their services to the residents. The photographs in this report reflect just a small number of their activities. We thank you all. We are looking for volunteers to help with the Town Report Committee. This committee has a limited time commitment of January-February. If you have the time to proof read please fill out a Town of Acton Volunteer Application included in the back of this report. Return it filled out to the Town Clerk's Office and we will contact you about possible service.

Christine Joyce, Staff
Ann Chang
Mildred Jarvis
Theodore Jarvis

VOLUNTEER COORDINATING COMMITTEE (VCC) _____

The Volunteer Coordinating Committee (VCC) works for the Board of Selectmen, Town Manager and Town Moderator to help staff Town boards. During 2001 approximately 150 people served as volunteers on Town boards or committees. The VCC interviewed 23 candidates to fill openings. We monitor the status of committee membership and recommend reappointment of members who are eligible and wish to serve additional terms.

Acton is fortunate to have an active and dedicated volunteer force serving on approximately 28 volunteer boards of town government. Some examples are the Board of Health, Conservation Commission, Historical Commission and Planning Board.

Acton's volunteer boards contribute thousands of hours of valuable and much appreciated service to the Town. We encourage anyone who is interested in serving on any town committee to fill out a volunteer application. Applications are available at Town Hall, the Libraries and the Town Report.

Thank you to all those volunteers, who contributed so much to the Town of Acton.

Nancy Whitcomb, Chairman
Doris Prendiville, Clerk
Jean Schoch
Sheryl Egan
Hong Lee*
Efi Papadopoulos

* resigned

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

The Board of Assessors regular scheduled meetings are on the second Wednesday of each month at 6:00 PM in the Town Hall. Additional meetings are held as needed. Dates and times are posted 48 hours in advance. The Town's tax base grew by more than \$300 million in valuation from FY00. This was attributed to new growth and a town wide revaluation reflective January 1, 2000. At the annual classification hearing, the Board of Selectmen chose to shift the tax burden 5% to the CIP class resulting in a split rate as shown below:

Fiscal Year 2001 Valuation Summary

Property Class	Valuation	% of Total
Residential	1,973,658,336	85.3%
Commercial	224,439,874	9.7%
Industrial	78,795,220	3.4%
Personal Property	37,141,533	1.6%
Total Taxable Value	2,314,034,963	100%

Tax Rates

Residential	Com/Ind/PP
16.33	17.30

Assessors
Donald Rhude, Chairman
James Kotanchik
Lester Goodridge

ELIZABETH WHITE FUND

The permanent fund was bequeathed to the Town of Acton by George R. White, in memory of his mother, Elizabeth. The income from the fund is to be used only "in relieving the necessities of the deserving poor and unfortunate. It shall be the duty of the Town to anticipate such necessity of aid assistance by inquiry and investigation, in advance of claims as far as possible, in order that sensitive and deserving people may receive assistance, who might, because of publicity, refrain from making application of aid."

The Board of Selectmen approved the White Fund Trustee's request for a total distribution of \$2,975.00. The funds were given to individuals and households in need.

Cornelia Huber
Francis Joyner
John Powers
Trustees

FINANCE COMMITTEE

Two officers of the Committee meet monthly as part of the Acton Leadership Group. At those meetings with officials from the Town, the Schools, and members of the School Committees and the Selectmen, they discussed and coordinated policy recommendations for the Town and Schools primarily concerning budget issues. For Fiscal 2002 budgets, voted upon at the Annual Town Meeting in April, the Finance Committee strongly supported the use of modest amounts of free cash and no operating override, to achieve a budget balance. A similar view has been our position as we began this fall to discuss budgets for FY 2003.

The Finance Committee met once or twice a month throughout the year. It held its annual budget hearing in March prior to the April Town Meeting. At that hearing representatives of the three school committees (Regional, Local and Regional Technical) and the Selectmen presented their warrant articles. The Finance Committee commented upon each article as well as gave its position, for, against, or no recommendation.

Members of the Finance Committee regularly attended School Committee meetings as well as those of other Town agencies, including those concerned with waste-water, the building of the schools, and the proposed public safety facilities.

The Finance Committee used its monthly "Sources and Uses Reports" in its analyses of the budget situations facing the Town's citizens. These were prepared for the Committee by one of its members, John Prendiville, from data supplied by the town and the school department. These reports provided the basis for the Committee's projections of future revenue and expenditure gaps that must be solved by the Schools, the Town and Town Meeting.

Statistical tables that linked the town data on population, especially school age children, with data on the assessed value of individual properties were laboriously developed by one of our members, Jack Reetz. These tables provided the Committee with estimates of the number of school age children per household expected to be living in properties with different assessed value. The Committee used this data in association with estimates of the marginal costs of additional households in the Town to provide Town Meeting with an analysis of the potential fiscal impact of new development. These were prepared for the proposal concerning the Robbins Mill Land and the re-zoning proposals that would allow the construction of a golf course on the Palmer land.

Three important non-recurring budget issues were debated within the town. The first was a proposal to build a new police facility in combination with a combined fire and police dispatch activity, fire departments headquarters and a proposed adjacent fire station all on the site of the present police station. The Finance Committee opposed the proposed fire station since it required the closing of the South and West Acton Stations. We supported the concept of a combined dispatch function. On the Police Station itself the Committee was of two minds and presented arguments for and against the Police Station to Town Meeting rather than a specific recommendation. The second issue was the proposal to buy the Robbins Mill land for recreation and conservation purposes. The Finance Committee recommended against the purchase. The Committee believed the purchase price of the land and the associated opportunity cost from the lost net tax revenue from residential development was too high, especially in view of the Town's and School's other capital needs.

The third issue was a vote on the Community Preservation Act. The Committee voted to recommend that the Selectmen allow Town Meeting next April to vote on the adoption of the provisions of the Community Preservation Act. The Committee also stated that it almost certainly would vote to oppose the Act if it went before Town Meeting. It viewed the Preservation Act as a special additional tax providing revenue over whose expenditure Town Meeting had very limited control.

Three members of the Finance Committee completed periods of service during this year. These individuals were Bela Matyas, Thomas Mackey, and Thomas Oldham. We appreciated their service to the Committee and the Town.

Jonathan Chinitz
Robert Evans Jr., Chair
Gim Hom
Sidney Johnston
Herman Kabakoff
John Prendiville
Jack Reetz
Rheta Roeber
John Ryder

THE GOODNOW FUND_____

The Goodnow Fund specifies that the interest earned each year be used to pay for perpetual care of the Goodnow Lot in Woodlawn Cemetery and the balance to go to the Acton Congregational Church to be used towards the minister's salary.

Investment: \$3,000.00

Receipts and Disbursements:

Interest earned July 1, 2000 to June 30, 2001 \$175.59

Town of Acton for Perpetual Care \$20.00

Balance to the Treasurer of the Acton
Congregational Church \$155.59

Mabel Grekula
Frances Moretti
Shirley Towle
Trustees of the Goodnow Fund

TOWN ACCOUNTANT_____

I respectfully submit the following for the 2001 Annual Report of the Town of Acton:

Financial Reports for the period ended June 30, 2001:

- 1) Combined Balance Sheet
- 2) Combined Statement of Revenues and Expenditures
- 3) Schedule of Taxes Receivable
- 4) Trust Fund Activity - Principal and Income

Department Object Budget - Status as of February 2002

My sincere thanks to Karen Kucala, Lisa Krause, and Joanne Butman for all their hard work for the department.

Respectfully Submitted,

Stephen G. Barrett CPA
Town Accountant

TOWN OF ACTON DEPARTMENT OBJECT BUDGET				
SUB ACCT	DESCRIPTION	FY2002 BUDGET	FY2002 EXPENDED*	% EXPENDED
ACCOUNTANT/COMPTROLLER				
5100	Personal Services	\$ 137,800	\$ 86,180	63%
5200	Services	\$ 1,300	\$ 713	55%
5400	Supplies	\$ 3,300	\$ 2,018	61%
	DEPARTMENT TOTAL	\$ 142,400	\$ 88,910	62%
ASSESSORS				
5100	Personal Services	\$ 136,648	\$ 89,100	65%
5200	Services	\$ 10,050	\$ 612	6%
5400	Supplies	\$ 1,400	\$ 610	44%
	DEPARTMENT TOTAL	\$ 148,098	\$ 90,322	61%
BUILDING INSPECTOR				
5100	Personal Services	\$ 159,180	\$ 103,045	65%
5200	Services	\$ 1,200	\$ 1,008	84%
5400	Supplies	\$ 3,475	\$ 3,049	88%
	DEPARTMENT TOTAL	\$ 163,855	\$ 107,102	65%
TOWN CLERK				
5100	Personal Services	\$ 109,488	\$ 43,857	40%
5200	Services	\$ 985	\$ 288	29%
5400	Supplies	\$ 1,750	\$ 1,145	65%
	DEPARTMENT TOTAL	\$ 112,223	\$ 45,289	40%
CIVIL DEFENSE				
5200	Services	\$ 2,100	\$ 930	44%
5400	Supplies	\$ 2,400	\$ 443	18%
	DEPARTMENT TOTAL	\$ 4,500	\$ 1,373	31%
COA/COUNCIL ON AGING				
5100	Personal Services	\$ 86,700	\$ 59,388	68%
5200	Services	\$ 8,122	\$ 5,000	62%
5400	Supplies	\$ 5,920	\$ 4,730	80%
	DEPARTMENT TOTAL	\$ 100,742	\$ 69,118	69%
COLLECTOR				
5100	Personal Services	\$ 148,551	\$ 77,299	52%
5200	Services	\$ 52,650	\$ 36,931	70%
5400	Supplies	\$ 26,000	\$ 17,243	66%
	DEPARTMENT TOTAL	\$ 227,201	\$ 131,473	58%
COMMISSION ON DISABILITIES				
5200	Services	\$ 1,500	\$ 440	29%
DOG OFFICER (in Town Mgr Budget)				
5100	Personal Services	\$ -	\$ -	-
5200	Services	\$ 10,550	\$ 5,250	50%
	DEPARTMENT TOTAL	\$ 10,550	\$ 5,250	50%
ELECTIONS				
5100	Personal Services	\$ 1,300	\$ -	0%
5200	Services	\$ 24,420	\$ 800	3%
5400	Supplies	\$ 5,000	\$ 2,986	60%
	DEPARTMENT TOTAL	\$ 30,720	\$ 3,785	12%
ENGINEERING				
5100	Personal Services	\$ 161,334	\$ 75,382	47%
5200	Services	\$ 11,740	\$ 14,998	128%
5400	Supplies	\$ 2,650	\$ 667	25%
	DEPARTMENT TOTAL	\$ 175,724	\$ 91,047	52%

**TOWN OF ACTON
DEPARTMENT OBJECT BUDGET**

<i>SUB ACCT</i>	<i>DESCRIPTION</i>	<i>FY2002 BUDGET</i>	<i>FY2002 EXPENDED*</i>	<i>% EXPENDED</i>
FINANCE DIRECTOR				
5100	Personal Services	\$ 122,662	\$ 80,196	65%
5200	Services	\$ 110,500	\$ 66,775	60%
5400	Supplies	\$ 49,250	\$ 27,442	56%
5600	Intergovernmental	\$ 43,116	\$ 43,116	100%
5700	Other Appropriations	\$ 2,706,825	\$ 1,879,078	69%
5900	Debt Service	\$ 1,676,996	\$ 1,021,820	61%
	DEPARTMENT TOTAL	\$ 4,709,349	\$ 3,118,426	66%
FINANCE COMMITTEE				
5200	Services	\$ 1,000	\$ 425	43%
5700	Other Appropriations	\$ 25,000	\$ -	0%
	DEPARTMENT TOTAL	\$ 26,000	\$ 425	2%
FIRE				
5100	Personal Services	\$ 2,185,310	\$ 1,475,891	68%
5200	Services	\$ 35,450	\$ 14,425	41%
5400	Supplies	\$ 72,900	\$ 54,510	75%
5600	Intergovernmental	\$ 46,250	\$ 3,522	8%
5800	Capital Outlay	\$ 10,000	\$ 11,363	114%
	DEPARTMENT TOTAL	\$ 2,349,910	\$ 1,559,712	66%
HEALTH				
5100	Personal Services	\$ 81,060	\$ 35,880	44%
5200	Services	\$ 38,400	\$ 39,151	102%
5400	Supplies	\$ 1,460	\$ 1,317	90%
	DEPARTMENT TOTAL	\$ 120,920	\$ 76,348	63%
HIGHWAY				
5100	Personal Services	\$ 700,587	\$ 444,141	63%
5200	Services	\$ 256,300	\$ 108,573	42%
5400	Supplies	\$ 282,900	\$ 237,534	84%
5700	Other Appropriations	\$ 10,600	\$ 5,092	48%
5800	Capital Outlay	\$ 410,000	\$ 97,170	24%
	DEPARTMENT TOTAL	\$ 1,660,387	\$ 892,510	54%
HISTORICAL COMMISSION				
5400	Supplies	\$ 600	\$ 133	22%
	DEPARTMENT TOTAL	\$ 600	\$ 133	22%
HUMAN RESOURCES				
5100	Personal Services	\$ 97,808	\$ 62,694	64%
5200	Services	\$ 36,551	\$ 61,691	169%
5400	Supplies	\$ 3,034	\$ 1,152	38%
	DEPARTMENT TOTAL	\$ 137,393	\$ 125,537	91%
INFORMATION TECHNOLOGY				
	Personal Services	\$ 69,010	\$ 45,123	65%
5200	Services	\$ 169,130	\$ 110,791	66%
5400	Supplies	\$ 5,785	\$ 1,666	29%
	DEPARTMENT TOTAL	\$ 243,925	\$ 157,580	65%
TOWN MANAGER				
5100	Personal Services	\$ 295,008	\$ 170,347	58%
5200	Services	\$ 427,650	\$ 311,977	73%
5400	Supplies	\$ 16,250	\$ 2,837	17%
5800	Capital Outlay	\$ 13,000	\$ 5,159	40%
	DEPARTMENT TOTAL	\$ 751,908	\$ 490,319	65%
MEMORIAL LIBRARY				
5100	Personal Services	\$ 558,979	\$ 362,937	65%
5200	Services	\$ 27,969	\$ 27,309	98%
5400	Supplies	\$ 108,058	\$ 96,940	90%
	DEPARTMENT TOTAL	\$ 695,006	\$ 487,186	70%

**TOWN OF ACTON
DEPARTMENT OBJECT BUDGET**

<i>SUB ACCT</i>	<i>DESCRIPTION</i>	<i>FY2002 BUDGET</i>	<i>FY2002 EXPENDED*</i>	<i>% EXPENDED</i>
TOWN MEETING MODERATOR				
5100	Personal Services	\$ 200	\$ -	0%
5400	Supplies	\$ 20	\$ -	0%
	DEPARTMENT TOTAL	\$ 220	\$ -	0%
MUNICIPAL PROPERTIES				
5100	Personal Services	\$ 366,459	\$ 230,090	63%
5200	Services	\$ 555,787	\$ 348,894	63%
5400	Supplies	\$ 52,000	\$ 37,745	73%
5800	Capital Items	\$ 6,500	\$ 16,464	253%
	DEPARTMENT TOTAL	\$ 980,746	\$ 633,193	65%
NATURAL RESOURCES/CEMETERY				
5100	Personal Services	\$ 375,558	\$ 229,990	61%
5200	Services	\$ 21,158	\$ 13,898	66%
5400	Supplies	\$ 94,154	\$ 58,599	62%
5800	Capital Items	\$ 550	\$ 420	76%
	DEPARTMENT TOTAL	\$ 491,420	\$ 302,487	62%
PLANNING BOARD				
5100	Personal Services	\$ 124,253	\$ 81,071	65%
5200	Services	\$ 5,000	\$ 3,180	64%
5400	Supplies	\$ 5,200	\$ 1,697	33%
	DEPARTMENT TOTAL	\$ 134,453	\$ 85,947	64%
POLICE				
5100	Personal Services	\$ 2,082,222	\$ 1,230,286	59%
5200	Services	\$ 23,931	\$ 14,011	59%
5400	Supplies	\$ 50,300	\$ 27,899	55%
5800	Capital Outlay	\$ 53,750	\$ 53,750	100%
	DEPARTMENT TOTAL	\$ 2,210,203	\$ 1,325,946	60%
PUBLIC CELEBRATIONS				
5100	Personal Services	\$ 435		0%
5200	Services	\$ 12,875	\$ 12,095	94%
5400	Supplies	\$ 2,060	\$ 681	33%
	DEPARTMENT TOTAL	\$ 15,370	\$ 12,776	83%
VETERANS SERVICE				
5100	Personal Services	\$ 2,600	\$ 1,700	65%
5200	Services	\$ 118	\$ 476	404%
5400	Supplies	\$ 218	\$ 25	11%
5700	Other Appropriations	\$ 10,825	\$ 1,373	13%
	DEPARTMENT TOTAL	\$ 13,761	\$ 3,574	26%
WEST ACTON LIBRARY				
5100	Personal Services	\$ 24,028	\$ 15,074	63%
5200	Services	\$ 300	\$ 680	227%
5400	Supplies	\$ 5,750	\$ 4,597	80%
	DEPARTMENT TOTAL	\$ 30,078	\$ 20,351	68%
ZONING BOARD OF APPEALS				
5400	Supplies	\$ 200	\$ 205	103%
		\$ 15,689,362	\$ 9,926,767	63%
	3% Special Revenue	\$18,907		
GRAND TOTAL		\$ 15,708,269		
*AS OF 2-20-02				

TOWN OF ACTON, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
JUNE 30, 2001

	GOVERNMENTAL FUND TYPES			PROPRIETARY FUND TYPES		FIDUCIARY FUND TYPES	ACCOUNT GROUP		TOTALS (MEMORANDUM ONLY)
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	SEWER ENTERPRISE	INTERNAL SERVICE		GENERAL	LONG TERM OBLIGATIONS	
ASSETS AND OTHER DEBITS									
CASH	\$ 7,062,352	\$ 6,294,537	\$ 8,370,427	\$ 585,146	\$ 279,290	\$ 1,420,910	\$ -	\$ -	\$ 24,012,662
INVESTMENTS	2,171,322	-	-	684,699	7,434,715	3,689,197	-	-	13,979,933
RECEIVABLES:									
PROPERTY TAXES	590,548	-	-	-	-	-	-	-	590,548
MOTOR VEHICLE EXCISE TAX	402,579	-	-	-	-	-	-	-	402,579
TAX LIENS	765,220	-	-	-	-	-	-	-	765,220
DEPARTMENTAL	103,659	110,908	-	-	-	13,601	-	-	228,168
SPECIAL ASSESSMENTS	-	-	-	9,713,867	-	-	-	-	9,713,867
CONSTRUCTION IN PROGRESS	-	-	-	16,105,988	-	-	-	-	16,105,988
OTHER ASSETS	445,388	-	-	111,886	697,000	-	-	-	1,254,074
AMOUNTS TO BE PROVIDED FOR RETIREMENT OF LONG TERM OBLIGATIONS:									
TOTAL ASSETS AND OTHER DEBITS	\$ 11,541,068	\$ 6,405,445	\$ 8,370,427	\$ 27,201,386	\$ 8,411,005	\$ 5,123,708	\$ 7,783,594	\$ 7,783,594	\$ 74,836,633
LIABILITIES AND FUND EQUITY									
ACCOUNTS PAYABLE	\$ 403,661	\$ 85,726	\$ 606,370	\$ 95,078	\$ 1,328,238	\$ 151,230	\$ -	\$ -	\$ 2,670,303
PAYROLL WITHHOLDINGS	-	-	-	-	-	52,350	-	-	52,350
OTHER LIABILITIES	71,867	-	-	-	-	431,815	-	-	503,682
DEFERRED REVENUE	2,184,233	110,908	-	-	-	12,459	-	-	2,307,600
ACCRUED COMPENSATED ABSENCES	-	-	-	-	-	-	2,108,594	-	2,108,594
BONDS AND NOTES PAYABLE	-	-	21,350,000	16,459,775	-	-	5,675,000	-	43,484,775
TOTAL LIABILITIES	2,659,761	196,634	21,956,370	16,554,853	1,328,238	647,854	7,783,594	7,783,594	51,127,304
FUND EQUITY:									
RETAINED EARNINGS	-	-	-	10,646,533	7,082,767	-	-	-	17,729,300
FUND BALANCES RESERVED:									
ENCUMBRANCES	2,303,306	-	-	-	-	-	-	-	2,303,306
ENDOWMENTS	-	-	-	-	-	2,075,318	-	-	2,075,318
UNRESERVED:									
DESIGNATED (NOTE 12)	486,520	6,208,811	(13,585,943)	-	-	2,400,536	-	-	(4,510,076)
UNDESIGNATED (NOTE 11)	6,111,481	-	-	-	-	-	-	-	6,111,481
TOTAL FUND EQUITY	8,861,307	6,208,811	(13,585,943)	10,646,533	7,082,767	4,475,854	-	-	23,709,329
TOTAL LIABILITIES AND FUND EQUITY	\$ 11,541,068	\$ 6,405,445	\$ 8,370,427	\$ 27,201,386	\$ 8,411,005	\$ 5,123,708	\$ 7,783,594	\$ 7,783,594	\$ 74,836,633

TOWN OF ACTON, MASSACHUSETTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
YEAR ENDED JUNE 30, 2001

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES	TOTALS
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	EXPENDABLE TRUST	(MEMORANDUM ONLY)
REVENUES:					
PROPERTY TAXES	\$ 37,691,267	\$ -	\$ -	\$ -	\$ 37,691,267
INTERGOVERNMENTAL - STATE	5,718,559	777,806	-	-	6,496,365
INTERGOVERNMENTAL - FEDERAL	-	404,268	-	-	404,268
MOTOR VEHICLE EXCISE	2,550,606	-	-	-	2,550,606
INVESTMENT INCOME	1,302,704	152,070	-	128,976	1,583,750
OTHER REVENUE	968,168	4,495,262	-	-	5,463,430
TOTAL REVENUES	<u>48,231,304</u>	<u>5,829,406</u>	<u>-</u>	<u>128,976</u>	<u>54,189,686</u>
EXPENDITURES:					
CURRENT:					
GENERAL GOVERNMENT	3,650,854	4,026,189	-	32,118	7,709,161
PUBLIC SAFETY	4,606,290	139,642	-	516	4,746,448
EDUCATION	28,675,919	1,028,761	-	216	29,704,896
PUBLIC WORKS	2,275,343	150,147	-	-	2,425,490
LIBRARY	724,388	20,602	-	-	744,990
PENSIONS	2,454,696	-	-	6,821	2,461,517
INSURANCE	877,860	-	-	5,658	883,518
STATE & COUNTY ASSESSMENTS	104,736	-	-	-	104,736
CAPITAL OUTLAY	-	-	10,958,468	-	10,958,468
DEBT SERVICE					
PRINCIPAL	510,000	67,520	-	-	577,520
INTEREST	1,846,618	-	-	-	1,846,618
TOTAL EXPENDITURES	<u>45,726,704</u>	<u>5,432,861</u>	<u>10,958,468</u>	<u>45,329</u>	<u>62,163,362</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	2,504,600	396,545	(10,958,468)	83,647	(7,973,676)
OTHER FINANCING SOURCES (USES)					
OPERATING TRANSFERS IN	108,217	1,096,602	398,324	138,775	1,741,918
OPERATING TRANSFERS OUT	(1,080,296)	(8,500)	(419,602)	(103,152)	(1,611,550)
TOTAL OTHER FINANCING SOURCES (USES)	<u>(972,079)</u>	<u>1,088,102</u>	<u>(21,278)</u>	<u>35,623</u>	<u>130,368</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	1,532,521	1,484,647	(10,979,746)	119,270	(7,843,308)
FUND BALANCE AT BEGINNING OF YEAR	7,348,786	4,724,164	(2,606,197)	2,281,266	11,748,019
FUND BALANCE AT END OF YEAR	<u>\$ 8,881,307</u>	<u>\$ 6,208,811</u>	<u>\$ (13,585,943)</u>	<u>\$ 2,400,536</u>	<u>\$ 3,904,711</u>

**TOWN OF ACTON, MASSACHUSETTS
GENERAL FUND
SCHEDULE OF TAXES RECEIVABLE
YEAR ENDED JUNE 30, 2001**

	BALANCE 07/01/00	COMMITMENTS	ABATEMENTS AND ADJUSTMENTS	TRANSFERS TO TAX LIENS	NET COLLECTIONS	BALANCE 06/30/01
REAL ESTATE TAX						
1998	\$ 6,171	\$ -	\$ 14,495	\$ -	\$ (14,495)	\$ 6,171
1999	50,643	-	1,643	10,028	39,037	(65)
2000	273,623	-	8,713	86,615	83,967	94,328
2001	-	37,475,812	180,518	7,801	36,882,148	405,345
	<u>330,437</u>	<u>37,475,812</u>	<u>205,369</u>	<u>104,444</u>	<u>36,990,657</u>	<u>505,779</u>
PERSONAL PROPERTY TAX						
1998 & PRIOR	77,313	-	595	-	-	76,718
1999	2,565	-	-	-	-	2,565
2000	4,151	-	-	-	(627)	4,778
2001	-	642,548	1,059	-	640,781	708
	<u>84,029</u>	<u>642,548</u>	<u>1,654</u>	<u>-</u>	<u>640,154</u>	<u>84,769</u>
	<u>\$ 414,466</u>	<u>\$ 38,118,360</u>	<u>\$ 207,023</u>	<u>\$ 104,444</u>	<u>\$ 37,630,811</u>	<u>\$ 590,548</u>
MOTOR VEHICLE EXCISE TAX						
1997 & PRIOR	\$ 158,707	\$ -	\$ -	\$ -	\$ 1,782	\$ 156,925
1998	10,993	-	-	-	1,770	9,223
1999	18,268	27,393	21,097	-	12,236	12,328
2000	174,482	351,520	39,714	-	471,666	14,622
2001	-	2,336,399	63,766	-	2,063,152	209,481
	<u>\$ 362,450</u>	<u>\$ 2,715,312</u>	<u>\$ 124,577</u>	<u>\$ -</u>	<u>\$ 2,550,606</u>	<u>\$ 402,579</u>

TOWN OF ACTON
NON-EXPENDABLE TRUST FUNDS
June 30, 2001

FUND 73	PRINCIPAL ACCOUNTS	ACCOUNT	BEG BAL 7/1/2000	EXPENDITURES	REVENUES	END BAL PER G/L 6/30/2001
	PRINCIPAL					
	T-16 ELIZABETH WHITE	11227302	25,080.00			25,080.00
	T-28 VARNUMN TUTTLE MEM'L	11227303	10,000.00			10,000.00
	T-05 BETSY BALL CHARITY	11227304	10,095.26			10,095.26
	T-18 GEORGIA WHITNEY CHAR	11227305	14,073.70			14,073.70
	TOTAL CHARITY TRUST FUNDS		59,248.96	0.00	0.00	59,248.96
	 T-01 CHARLOTTE GOODNOW	 11227307	 3,000.00			 3,000.00
	TOTAL RELIGIOUS TRUST		3,000.00	0.00	0.00	3,000.00
	 T-37 ACTON YOUTH	 11227301	 21,074.00			 21,074.00
	T-40 JAMES KINSLEY	11227306	1,000.00			1,000.00
	DRUM TRICENTENNIAL FUND	11227308	0.00			0.00
	T-02 FIREMEN RELIEF	22007301	9,830.00			9,830.00
	T-32 W ACTON FIRE RELIEF	22007302	0.00			0.00
	CONSERVATION FUND	55007327	0.00			0.00
	TOTAL MISC TRUST		31,904.00	0.00	0.00	31,904.00
	 T-17 GEORGIA WHITNEY	 31007302	 15,000.00			 15,000.00
	T-31 WATSON FUND	55007301	2,500.00			2,500.00
	T-21 HOIT & SCOTT FUND	55007302	500.00			500.00
	T-10 DR ROBERT DAVIS	55007303	1,000.00			1,000.00
	T-20 FRANK HAYWARD	55007304	1,000.00			1,000.00
	T-03 GEORGE AMES	55007305	465.49			465.49
	T-19 GEORGIA WHITNEY	55007306	1,500.00			1,500.00
	T-15 ROBBINS & AMES	55007307	21,210.08			21,210.08
	CAPTAIN ROBBINS	55007308	2,500.00			2,500.00
	T-13 ROBBINS WOODLAND	55007309	1,500.00			1,500.00
	T-34 JENKS FAMILY	55007310	142,176.26			142,176.26
	T-12 ELDRIDGE ROBBINS	55007311	1,000.00			1,000.00
	T-11 MARTHA DESMOND	55007312	3,000.00			3,000.00
	T-05 NEW PERPETUAL CARE	55007313	611,967.00	47,100.00		659,067.00
	T-25 RAYMOND MONUMENT	55007314	700.00			700.00
	T-06 OLD PERPETUAL CARE	55007315	178,259.92			178,259.92
	T-04 ARLETTE APPELYARD	55007316	2,000.00			2,000.00
	T-26 RAYMOND CARE	55007317	2,000.00			2,000.00
	T-35 MARY SMITH FUND	55007318	2,000.00			2,000.00
	T-27 HOSMER	55007319	102,238.95			102,238.95
	T-29 WETHERBEE	55007320	10,000.00			10,000.00
	T-36 ERNEST JONES	55007321	1,000.00			1,000.00
	T-24 BLANCHARD	55007322	2,419.24			2,419.24
	T-07 AB CONANT FAMILY	55007323	1,000.00			1,000.00
	T-23 FRANK KNOWLTON	55007324	1,000.00			1,000.00
	T-22 MRS ONEIL	55007325	372.39			372.39
	T-33 WELLS	55007326	3,000.00			3,000.00
	PORTER JENKS	55007327	76,977.01			76,977.01
	TOTAL CEMETERY TRUST FUND		1,188,286.34	47,100.00	0.00	1,235,386.34
	 T-01 HIGH SCHOOL	 31007301	 4,000.00			 4,000.00
	T-90 KATHERINE M. KINSLEY	61007301	9,461.75			9,461.75
	T-88 WILLIAM A WILD	61007302	9,000.00			9,000.00
	T-78 SUSAN/LUTHER CONANT	61007303	1,532.00			1,532.00
	T-86 LUKE TUTTLE	61007304	200.00			200.00
	T-84 NEWELL B TAINTER	61007305	11,849.79			11,849.79
	T-82 LIBRARY PLANTER	61007306	1,000.00			1,000.00
	T-80 MILDRED P MOORE	61007307	2,000.00			2,000.00
	T-70 MARK CLAPP	61007308	1,142.00			1,142.00
	T-76 HIRAM J HAPGOOD	61007309	200.00			200.00
	T-72 CHARLOTTE CONANT	61007310	1,500.00			1,500.00
	T-74 MINNIE DAVIS	61007311	336.50			336.50
	FLORENE GRANDINE	61007312	20,672.34			20,672.34
	GEORGE KASHUBA		2,580.00			2,580.00
	ACTON MEM'L LBY FUND	61007313	177,483.09			177,483.09
	TOTAL LIBRARY & ED TRUST		242,957.47	0.00	0.00	242,957.47
	 TOTAL FUND 73		 1,525,396.77	 47,100.00	 0.00	 1,572,496.77
						1,572,496.77

TOWN OF ACTON
EXPENDABLE TRUST FUNDS
June 30, 2001

FUND 74	INCOME ACCOUNTS	ACCOUNT	BEG BAL 7/1/2000	EXPENDITURES	REVENUES	END BAL PER G/L 6/30/2001
	T-16 ELIZABETH WHITE FUND	11227402	5,449.23	(4,127.74)	2,634.04	3,955.53
	T-28 VARNUM TUTTLE MEM'L	11227403	92,922.16	(299.67)	6,825.83	99,448.32
	7-05 BETSEY BALL CHARITY	11227404	50,198.85	(2,207.94)	5,052.64	53,043.55
	T-18 GEORGIA WHITNEY CHAR	11227405	18,348.78	(215.29)	2,279.28	20,412.77
	TOTAL CHARITY TRUST FUNDS		166,919.02	(6,850.64)	16,791.79	176,860.17
	T-01 CHARLOTTE GOODNOW	11227407	152.22	(171.53)	204.00	184.69
	TOTAL RELIGIOUS FUND		152.22	(171.53)	204.00	184.69
	T-37 JENKS - ACTON YOUTH FD	11227401	3,280.98	(2,504.47)	2,690.77	3,467.28
	T-40 JAMES KINSLEY FUND	11227406	5,207.36	(16.92)	406.50	5,596.94
	DRUM TRICENTENNIAL FUND	11227408	702.89	(6.80)	45.75	741.84
	FIREMEN'S RELIEF FUND	22007401	143,003.22	(390.45)	10,018.60	152,631.37
	T-32 W. ACTON FIRE RELIEF	22007402	12,815.96	(126.01)	844.51	13,534.46
	CONSERVATION FUND	55007427	32,469.24	(96.44)	2,106.77	34,479.57
	TOTAL MISC TRUST FUND		197,479.65	(3,141.09)	16,112.90	210,451.46
	T-17 GEORGIA WHITNEY MEML	31007402	13,493.47	(216.18)	1,986.77	15,264.06
	T-31 WATSON FUND	55007401	5,999.43	(383.87)	571.00	6,186.56
	T-21 HOIT & SCOTT FUND	55007402	1,114.68	(104.50)	147.50	1,157.68
	T-10 DR ROBERT DAVIS FUND	55007403	2,818.61	(187.16)	270.00	2,901.45
	T-20 FRANK HAYWARD FUND	55007404	8,041.34	(168.30)	609.76	8,482.80
	T-03 GEORGE AMES FUND	55007405	805.27	(59.51)	90.76	836.52
	T-19 GEORGIA WHITNEY FUND	55007406	1,703.22	(251.85)	232.50	1,683.87
	T-15 ROBBINS & AMES FUND	55007407	84,846.85	(4,332.19)	7,380.08	87,894.74
	T-14 CAPTAIN ROBBINS FUND	55007408	14,744.76	(311.65)	1,161.76	15,594.87
	T-13 ROBBINS WOODLAND FUND	55007409	2,824.88	(241.58)	311.25	2,894.55
	T-34 JENKS FAMILY FUND	55007410	139,599.99	(16,068.63)	15,338.66	138,870.02
	T-12 ELDRIDGE ROBBIND FUND	55007411	2,137.05	(126.86)	222.00	2,232.19
	T-11 MARTHA DESMOND FUND	55007412	6,603.59	(483.60)	680.25	6,800.24
	T-05 NEW PERPETUAL CARE	55007413	99,356.28	(37,240.35)	45,539.71	107,655.64
	T-25 RAYMOND MONUMENT FD	55007414	10,447.46	(46.33)	733.51	11,134.64
	T-06 OLD PERPETUAL CARE	55007515	192,889.95	(19,377.32)	26,983.77	200,496.40
	T-04 ARLETTE APPELYARD FUND	55007416	4,824.15	(312.22)	481.50	4,993.43
	T-26 RAYMOND CARE FUND	55007417	4,839.27	(354.87)	493.50	4,977.90
	T-35 MARY SMITH FUND	55007418	2,532.00	(274.39)	329.25	2,586.86
	T-27 HOSMER FUND	55007419	153,505.61	(14,555.41)	18,323.44	157,273.64
	T-29 WETHERBEE FUND	55007420	97,715.76	(835.67)	7,116.07	103,996.16
	T-36 ERNEST JONES FUND	55007421	1,491.64	(70.56)	174.75	1,595.83
	T-24 BLANCHARD FUND	55007422	6,442.92	(335.65)	614.25	6,721.52
	T-07 AB CONANT FAMILY FD	55007423	2,437.34	(178.47)	249.00	2,507.87
	T-23 FRANK KNOWLTON FUND	55007424	1,796.98	(161.22)	202.50	1,838.26
	T-22 MRS ONEIL FUND	55007425	1,430.22	(43.45)	122.25	1,509.02
	T-33 WELLS FUND	55007426	22,357.60	(250.35)	1,683.76	23,791.01
	PORTER JENKS TRUST FUND	55007428	5,974.37	(3,688.85)	9,236.84	11,522.36
	TOTAL CEMETERY TRUST FUNDS		892,774.69	(100,660.99)	141,286.39	933,400.09
	T-01 HIGH SCHOOL FUND	31007401	367.72	(435.22)	327.00	259.50
	T-90 KATHERINE M. KINSLEY	61007401	2,870.47	(3,936.28)	1,047.01	(18.80)
	T-88 WILLIAM A WILD FUND	61007402	3,292.12	(418.85)	947.26	3,820.53
	T-78 SUSAN/LUTHER CONANT	61007403	3,078.35	(67.92)	315.00	3,325.43
	T-16 LUKE TUTTLE FUND	61007404	1,392.05	(5.14)	104.25	1,491.16
	T-84 NEWELL B TAINTER	61007405	1,238.78	(209.47)	2,683.30	3,712.61
	T-82 LIBRARY PLANTER FUND	61007406	271.43	(240.99)	1,253.75	1,284.19
	T-80 MILDRED P. MOORE	61007407	1,073.37	(27.46)	225.75	1,271.66
	T-70 MARK CLAPP FUND	61007408	94.78	(15.39)	97.50	176.89
	T-76 HIRAM J HAPGOOD FUND	61007409	709.57	(3.87)	60.75	766.45
	T-72 CHARLOTTE CONANT	61007410	1,311.47	(21.55)	198.00	1,487.92
	T-74 MINNIE DAVIS FUND	61007411	216.75	(5.03)	40.50	252.22
	FLORENCE GRANDINE FUND	61007412	1,235.44	(270.48)	1,123.57	2,088.53
	GEORGE J. KASHUA TRUST	61007414	0.00	-	-	0.00
	ACTON MEM'L LBY FUND ENDOW	61007413	2,850.13	-	9,642.77	12,492.90
	TOTAL LIBRARY & ED TRUST		20,002.43	(5,657.65)	18,066.41	32,411.19
TOTAL FUND 74			1,277,328.01	(116,481.90)	192,461.49	1,353,307.60

COMMUNITY HOUSING CORPORATION

The Acton Community Housing Corporation, a town board appointed by the Board of Selectmen, continues to fulfill its mission to increase the supply of affordable housing in the town. ACHC exists to enable creation of affordable housing opportunities with priority to Acton residents, children of Acton residents, and employees working in Acton.

The Committee welcomed two new members, Bob Whittlesey and Ryan Bettez, both of whom are active in the field of affordable housing. Their timely arrival helped with the significant increase in activity of the committee.

Here are the highlights of the ACHC activities for 2001:

- Dunham Park development on High St. Developer Mark White presented plans to ACHC to provide for one affordable home in exchange for increased density on the site which is located in the Affordable Housing Overlay district. The existing ranch house on the site will be renovated and sold to a moderate-income family at completion of the project in 2002.
- Westside Village The final two affordable housing units were approved for purchase by first time homebuyers. Four units were made available at this development on Sudbury Rd.
- Towne School Reuse. Member Bob Whittlesey represented the ACHC on the Towne School Reuse advisory committee to the Selectmen. Other members representing various town boards and committees with an interest in how the building would be reused in the aftermath of the April Town Meeting vote to retain the building. It had originally been slated for demolition as part of the Twin School construction project.

The ACHC proposed to the Selectmen that the building be converted to up to 12 housing units with a percentage to be affordable. These could either be home ownership or rental units.

Ms. Farrell and Ms. Wong representing the Massachusetts Housing Partnership came to a meeting to explain the opportunities for state funding for such developments. They are quite enthusiastic about the proposal for housing and anxious to fund suburban projects such as these. They would fund a feasibility

study and then help find financing for the subsequent project. The Town Manager and members of the Board of Selectmen attended the informational meeting and all were favorably impressed with the prospects.

The Reuse Committee has stalled due to continuing interest by the Historic District and Historic Commission members to use the building for an Arts Center. A recommendation is expected in 2002

- Harris Street Village. ACHC was contacted by concerned affordable homeowners in this development about the escalation of monthly condo fees. After review and research by both ACHC, MA DHCD, and Town Planner, a ruling was made that the affordable units had to remain affordable permanently and that included the monthly fees. A protracted legal discussion and debate was held with the town, the board of directors and the state. The issue was resolved satisfactorily with everyone agreeing to a fair method of assessing the costs to affordable homeowners. ACHC held an informational session for the residents of Harris St. Village to explain the affordable housing program. Many were not aware of free program.
- Willow Street Housing. The ACHC renewed its interest in a possible affordable housing proposal for the Town owned land on Willow St., which has been taken for taxes. A clean up of the site was paid for by the Town and is nearing completion. Associate member Ryan Bettez has been developing information on funding options for the site. The committee is considering a three - four unit townhouse development for the site. Some state funding is available if three units are provided. A specific proposal will be refined and given to the Board of Selectmen.
- Community Preservation Act. Dan Buckley represented the ACHC on the CPA Advisory Committee to the Board of Selectmen. The CPA includes a requirement for a minimum of 10% of the CPA fund is dedicated to Affordable Housing. ACHC supports this legislation. The Advisory Committee has recommended a surcharge of one of three options: 1.5% with two exemptions, 1% with one exemption (first \$100,000), 0.5% with no exemptions. If the BoS approves the recommendation, it will be placed on the April Town Meeting warrant for the first step in local approval. It would then go to the November election ballot. The benefit of the program is the state provides matching funds to the communities that approve this local legislation.

- Robbins Brook Assisted Living. Members Betty McManus and Nancy Tavernier participated in a committee to help formulate the plans for the provision of three rental units at the new assisted living development in North Acton to be made available for low income elderly. Building Commissioner Garry Rhodes chaired the committee, which included the head of the Nursing Dept. and the Council on Aging, as well as Betty McManus for the Acton Housing Authority. These three units will be occupied in early 2002 after the income-eligible tenants are selected through a lottery process.

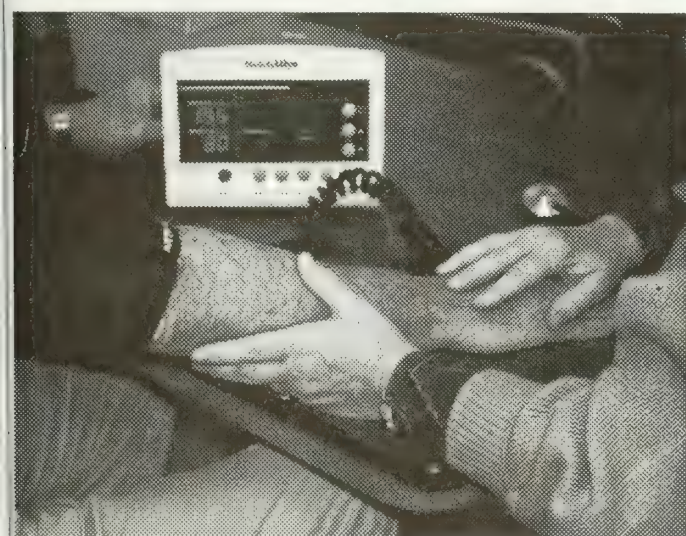
The current total of subsidized housing units in Acton as of March 30, 2001 is 181 of which 16 are affordable home ownership units. This represents less than 3% of the total housing units in the Town. The Town must continue to add to the affordable housing stock.

We would like to thank the Board of Selectmen, Town Staff, and the participating developers for a productive and rewarding year. A special thank you goes to the Acton Housing Authority executive director and staff for their valuable assistance throughout the years.

Chairman
Clerk
Members

Nancy Tavernier
Naomi McManus
Dan Buckley
Kevin McManus
Robert Whittlesey
Pam Shuttle
Peter Berry
Ryan Bettez

Associate Members



The Public Nursing Service performs blood pressure tests.

COUNCIL ON AGING

The Acton Council On Aging provides services and programs to all citizens 60 and over in the Town of Acton. The Smith – Cloonan Senior Center, located on 50 Audubon Drive, houses the COA offices, a clinic/computer room, and two large rooms for dining, classes, recreation, special programs and events.

The Council on Aging staff consists of Jean Fleming, Director, Barbara Winders, Assistant to the Director, Carol Steiner, Outreach and Volunteer Coordinator, Debby Mozzicato, Program Coordinator, Ron Paskavitz, COA Van Driver and Steve Ryan, Substitute Van Driver.

In addition to the funding of the COA budget by the Town, limited staffing hours are funded by an annual grant from the Executive Office of Elder Affairs. The Friends of the Council on Aging fund many of the COA classes and special programs, as well as subsidizing bus transportation on COA day trips.

Our computer program has expanded this year to include a winter series of workshops in addition to fall and spring six week sessions of individual lessons. Seniors have donated computers to other seniors so that they can practice their new skills at home and enjoy e - mailing their grandchildren.

Exercise classes, including two levels of aerobic/weight training, three levels of T'ai Chi, and a back strengthening class, continue to be very popular. Watercolor classes, bridge lessons and informal play, quilting, singing, ping pong and poker, movies viewed on our large screen TV, craft workshops, book group and genealogy discussions are all enjoyed on a weekly, biweekly or monthly basis. Thirty or more men join together each month at the Men's Breakfast. Day trips are offered monthly to regional museums, historic spots, Boston Symphony rehearsals, scenic areas, ballgames, and, of course, restaurants.

Legal consultation appointments are offered by an elder law attorney, and income tax preparation services are offered by AARP volunteers. Podiatry, blood pressure and cholesterol clinics are held regularly, scheduled by the Acton Public Health Nursing Service, which also offers senior health programs several times a year. A hearing clinic is held monthly. A SHINE counselor, trained by Minuteman Senior Services, provides health insurance and prescription coverage information. Resource information in areas of housing, fuel assistance, legal and financial assistance, adult day care, home care services, residential health care facilities, specialized programs and resources for those with Alzheimer's disease is provided to seniors and adult caregivers. The Friendly Visitor program provides welcome companionship for isolated seniors and

the RUOK program, administered by the Acton Police Department, provides daily phone reassurance. A newly formed Widows/Widowers group provides a setting for support and socialization, as does the monthly Alzheimer's Caregivers support group. The handyman program, in its second year of operation, continues to be well used, meeting the requests of seniors for minor repairs or fixing things in those hard to reach locations. The COA Durable Equipment Loan program provides walkers, canes, tub chairs, commodes and wheelchairs, donated by seniors, to other seniors with temporary or long term needs. Information about all these programs and services is provided in the Acton Senior Citizen News, mailed 10 times a year to the homes of every Acton citizen 60 and over.

The Senior Work Program is in its third year of operation, matching up to fifteen seniors a year with temporary employment opportunities within offices of Municipal Government. Seniors can earn \$500 each fiscal year. This program is highly valued by senior participants and Municipal Departments who benefit from their skills and experience. Please contact the Council On Aging office for applications for this program.

The Council On Aging van, a ten-passenger van with capacity for two wheelchairs, transports Acton seniors and disabled adults within the towns of Acton, Concord and Maynard for minimal fares. Both the COA and the Road Runner vans are administered by the Lowell Regional Transit Authority.

Council On Aging programs are as successful as the vitality and versatility of our volunteers! The Acton Council On Aging and the senior citizens of Acton are extremely fortunate to benefit from the talents, time and good will of over 150 individual volunteers, in addition to the groups of volunteers from community organizations and schools. The Council On Aging Board provides support and direction for COA programs. The Friends of the COA provide financial support for many COA classes and programs, subsidize bus transportation on day trips and administer the Emergency Fuel Assistance Fund. With financial assistance from the Acton Police Department, they mailed out 1900 File of Life packets this fall to all Acton seniors. Volunteers deliver meals to and visit with homebound seniors, do minor home repairs, teach classes, prepare Men's Breakfast, serve meals at special dinners, create bed quilts as raffle fundraisers for the Friends, knit afghans and lap robes to donate to those in need. Volunteers provide legal consultation and income tax preparation services, prepare the newsletter for mailing, provide office support, plant care and library organization. The Acton Lions Club and Acton - Boxboro Rotary Club provide wonderful dinners. Theater III provides free dress rehearsals, Concord Boathouse complimentary boat rides and Acton Village Video a weekly movie video. The Acton Garden Club helps seniors create centerpieces. High School juniors and seniors raked lawns and delivered buckets of "safety

sand" to seniors' doorsteps. The A-B High School choral and instrumental groups provided wonderful holiday concerts. The Salvation Army and Community Supper help seniors and others in need. The Acton Women's Club, school groups, area church groups, neighborhood groups and private individuals provided holiday decorations, food and gifts. A sincere thanks to all these individuals and organizations; you enrich the lives of so many Acton seniors and families.

The Acton Council On Aging and Senior Center are open 8 - 5 weekdays, except for holidays. Please call 978-264-9643 for information, assistance, or if you would like to volunteer for any of our programs.

Submitted by Jean Fleming, Director

COA Board

Jean Worfolk, Chair

Alan Hart

Thomas McQueen

Joseph Grandine

Gay Rose

Pat Ellis, Associate

Alice Moroney

Nancy Gerhardt

Marvin Pope

Liz Cash

Catherine Guinee,
Associate



Phyllis McDonough (Friendly Visitor), Susan Barbanel (Gardening Club representative), and James McDonough (Tax Preparation) provide their services through the Council on Aging.

HOUSING AUTHORITY

During the year 2001, the Acton Housing Authority (AHA) subsidized 326 households under seven housing programs, two Federally funded and five State funded. Established in 1970 at the Annual Town Meeting the Authority's five member Board, four of who are elected and one appointed by the Governor, oversees the general administration of the Authority by setting policies for staff to implement. The AHA's primary mission is to insure an adequate supply of safe, decent housing for the low and moderate income families, elderly and handicapped households of Acton. It is important to emphasize that, while the Town of Acton benefits directly from the Authority's work, none of the Town's property tax revenues are used.

The Authority prides itself on the successful proactive programs and services it provides its clients through the generous donations and community support of the : A/B Junior Women's Club, A/B United Way, Lion's Club, A/B Rotary Club, Doli Atamian Campership Program, West Acton Baptist Church, Acton Congregational Church, South Acton Congregational Church, St. Elizabeth of Hungary, Learning Express, Acton Newcomers Club, Dud's Cleaners, Children's World Learning Center, Boxborough's Blanchard School, Pirus Networks, Acton/Boxborough Girl Scouts, Acton/Boxborough Boy Scouts, Big Brother and Big Sister Program, Children's Discovery Museum, Salvation Army, Massachusetts Department of Housing and Community Development, Massachusetts Department of Mental Health, Eliot Community Services, Acton Public Health Nursing Service, Federal Department of Housing and Urban Development, community residents and area businesses which have enabled the AHA to provide a twelve month Parent Aide Mentor Program, summer camp and summer school scholarships, monthly blood pressure clinic for the elderly, a Section 8 Family Self Sufficiency Program Federally funded, a Chapter 705 Escrow Program State funded, a holiday gift box program for elderly, families and handicapped, and a nine month Women's Support Group.

On behalf of the Acton Housing Authority's Board of Commissioners and Staff we wish to thank the community at large, the Acton Selectmen, the Town Manager, the Town Departments, the Town Boards for your continued cooperation, support and guidance which has contributed to our success in addressing the housing and emotional needs of Acton's low income.

Jean Schoch, Chair
Betty McManus, Executive Director
Joe Nagle, Vice Chair
Claire Kostro, Treasurer and State Appointee
Dennis Sullivan, Secretary
James Eldridge, Member

PUBLIC HEALTH NURSING SERVICE

The Acton Public Health Nursing Service, a division of the Health Department, has provided services to the Town of Acton since 1923. We are proud to carry on the tradition of providing skilled, personalized services to Acton residents.

This year has been very busy, with a doubling in the past two years of patients receiving care. We also received national recognition as the Joint Commission for Accreditation of Health Care Organizations (JCAHO) accredited us for a three-year period. We met the challenge of staffing shortages by providing a 75-hour certified home health aide class. We have also focused on informing residents and agencies about the services we provide by encouraging them to request our services from their health care providers. One of our patients recently called us "the best kept secret in Acton." We provide a full range of home health care services to Acton residents including skilled nursing; physical, occupational and speech therapy; medical social services and home health aide assistance. We are able to bill most insurance companies.

Public health services offered include blood pressure and cholesterol screenings; a monthly podiatry clinic; funding for Smoking Cessation classes in the A-B regional schools; and funding for the Volunteer Mentoring Program operated by the Big Brother and Big Sister Program. The public health nurse spent over 220 hours providing communicable disease surveillance. (See statistics at end of report.) This and other public health services add up to over 570 nursing hours provided to the Town including the provision of over 1400 flu vaccinations despite difficulty in obtaining vaccine. We continue to provide walk-in services at our office on the 2nd floor of Town Hall for adult and childhood vaccinations and blood pressure checks. We encourage you to call before coming to make sure there is a nurse to assist you.

Volunteers and other town departments continue to provide substantial assistance to the Nursing Service. The Friends of Acton Nursing Service (FANS) provide ongoing financial and volunteer support. In addition to publicizing our activities and services, members assist with flu and podiatry clinics, fund the purchase of specialized equipment, underwrite services and supplies for needy Acton residents as well as provide substantial funding for the Podiatry Clinic. The Professional Advisory Committee, composed of several health professionals residing in Acton, provide professional guidance by reviewing policies and procedures and were instrumental in the success of our JCAHO accreditation audit. The Fire Department provides off-hours paging services. The Council on Aging provides space for us to conduct many of our screening

programs as well as monthly health education program series. The Acton Public Health Nursing Service is alive and well and looks forward to another 75 years, serving the Town of Acton!

Merrily Evdokimoff, RN,MSN.
Administrator

Public Health Nursing Service Statistics

Home Visits	
Registered Nurse	1566
Home Health Aide	3611
Physical Therapy	870
Speech Therapy	6
Occupational Therapy	66
Medical Social Work	26
Total Home Visits	6145

Health Promotion Activities	
Cholesterol Screening	24
TB Testing	22
Blood Pressure Checks	638
Podiatry Clinic	257
Influenza Vaccine	1408
Other Vaccinations	153

Communicable Disease Follow-up

Animal Bites	
Dog	5
Cat	2
Rabbit	1
Food Poisoning	2
Hepatitis	
A	0
B	9
C	0
Lyme Disease	4
Whooping Cough (Pertussis)	3
Meningitis	2
Other	2
Gastrointestinal Infections	
Giardia	6
Salmonella	5
Campylobacter	8
Misc.	2

SEALER OF WEIGHTS AND MEASURES

The Sealer of Weights and Measures annually checks the accuracy of all weighing and measuring devices used by retail and wholesale businesses in the conduct of their trade. This includes scales, gasoline and oil pumps, yardgoods and measuring devices, as well as investigating complaints in the sale of cordwood.

Number of Devices Sealed		Number Adjusted
Scales	80	18
Gas Pumps	189	3
Bulk Storage	2	
Price Verification Inspections	4	

Mark Fitzpatrick, Sealer

VETERANS' GRAVES

The following are the name, branch of service, date of death, and location of interment of the thirteen known United States Veterans interred in the Acton Cemeteries in 2001:

George J. Kashuba U.S. Coast Guard	Korea	Jan 14, 2001	Woodlawn
Laurie Jules U.S. Navy	WW II	Feb 25, 2001	Mount Hope
Carroll E. McPhee U.S. Navy	WW II	Feb 28, 2001	Woodlawn
Roland F. Shackford U.S. Air Force	Korea	March 26, 2001	Mount Hope
Howard G. Smith III U.S. Army		April 14, 2001	Mount Hope
Ashley R. Pomeroy Jr.	WW II	July 16, 2001	Woodlawn
Richard D. Higdon U.S. Army	Vietnam Era	July 31, 2001	Mount Hope
George B. William Jr. U.S. Army Air Corps	WW II	Aug 2, 2001	Woodlawn
Daniel F. Curran Jr. U.S. Army	WW II	Aug. 2, 2001	Mount Hope
Walter A. Torkelsen U.S. Army	Korea	Aug. 17, 2001	Woodlawn
Daniel J. Sweeney U.S. Maritime Service	WW II	Nov. 9, 2001	Mount Hope
Nickey Boccio	Korea	Nov. 18, 2001	Woodlawn
George A. Grogan U.S. Army	WW II	Nov. 28, 2001	Mount Hope
Glen D. Garlow U.S. Navy	WW II	Dec. 4, 2001	Woodlawn

In preparation for Memorial Day, a veteran flag standard, an American Flag, and a geranium are placed at the grave of each known U.S. Veteran. If this information was omitted on the Burial Permit of Cremation Certificate, we have no way of knowing that your loved one was a veteran unless we receive a Government grave marker. The United States Government will provide a bronze or granite veteran's grave marker at no cost to the family, provided that the next-of-kin fills out an application, available from all funeral directors or from the Veteran's Agent, and forwards it to the proper authority.

If you know of a veteran whose grave has not been recognized with a flag and flag standard, please call the cemetery office at 264-9644.

Charles H. Jones
Veteran's Burial Agent

EDUCATION AND LIBRARIES

ACTON PUBLIC SCHOOLS ACTON-BOXBOROUGH REGIONAL SCHOOLS EDUCATION REPORT

INTRODUCTION

In any given year a school district is an open book in which thousands of stories unfold. Each school has its stories; each classroom; each student. The district as a whole follows a plot line, too. The broad strokes of the district's story trace unifying themes which, in turn, influence the trajectories of our individual tales.

This year, as last year, the first major theme in the district's story line was the growth in the student population – and our effort to respond. The building projects, which continued to be the districts' most visible response, had a real impact on many in the school district. On the one hand, faculty, staff and students were heartened and excited by visions of the future – beautiful new classrooms and furniture, sophisticated educational technology, and sufficient space for our programs. They felt tremendously supported and grateful this fall, when the town made the momentous decision to vote for a nearly \$53,000,000 high school renovation and expansion project. On the other hand, 2000-2001 was a challenging year. Staff throughout the districts had to reckon with space shortages, construction noise, malfunctioning technology, packing and unpacking, extra meetings to address extra problems and questions, etc. As the year progressed, the renovation of the R. J. Grey Junior High School and the construction of the new Parker Damon building fell substantially behind schedule. Neither was complete by June 2001.

Meanwhile, the expansion of the districts' student population and new state retirement laws combined to create profound changes in our faculty composition. In spring 2000, for example, eleven of our veteran faculty retired, and the districts hired forty-nine new faculty for the fall. Amid this changing of the guard, the districts experienced an extraordinary infusion of new energy and enthusiasm and continued in long-term efforts to bring down class sizes in the elementary schools. At the same time, we lost expertise of extraordinary, skilled veterans. This year, on Professional Day, we paused to reflect upon the significance of this trend – for ourselves as professionals and for the learning cultures in our schools.

The second major theme in the district story this year was our continuing effort to respond in a balanced fashion, drawing upon our own values and knowledge, both to the state's numerous educational interventions and to the pressures generated by other standard-setters, such as the organization responsible for the accreditation of secondary schools, the

NEASC. Thus, for example, where MCAS data pointed up thin spots in our curriculum and instruction and where, crucially, our professional staff expressed the view that fixing these gaps or weaknesses made educational sense, we worked to make changes. Similarly, we worked to comply with complex state regulations regarding teacher recertification, while preserving, to the greatest extent possible, teachers' autonomy regarding their own professional growth. Likewise, also, we accepted an NEASC recommendation at the high school to improve our program for at-risk students – but rejected that organization's critique of our high standards for new staff.

Both of these themes entailed change and effort for staff, students, and families across the system. But, these themes promised improvement to an already superb system (our Spring 2000 MCAS results, for example, were again among the highest in the state) and thus gave us much to be optimistic about.

Our District Goals for 2000-2001 called for us to:

1. Enhance Personnel Practices and Supports. To improve our retention of current staff and improve the likelihood that, in a booming economy and with rising enrollments, we would be able to continue to recruit and retain strong staff in the future, we refined our staff recruitment plan; supported administrators to facilitate their supervision of new faculty; and devoted substantial energies to maintaining and improving school climate and thus faculty job satisfaction across the districts. An extension of the faculty contract was also negotiated, to provide faculty with security in a changeable economy and to provide the districts with some financial certainty in the process of planning for many additional years of construction.
2. Attend to Student Needs in a Respectful, Stimulating Learning Environment. We attended to this goal in a cross-disciplinary fashion, across all grade levels. The most dramatic aspect of the districts' efforts in regard to this goal was the expansion of programs at the high school to address the needs of less academically-inclined students. The high school developed for implementation in Fall 2001 all of the following: a new Cisco Academy program, which certifies students for work as network administrators in the new internet economy; new Media/Communications courses, which expose students to career options in radio, T.V. and other media; a new C.A.D. curriculum supported by upgraded technology; and expansion of lower-level course offerings for upperclassmen in the science and English departments.

3. **Support Building Projects.** Acton and Boxborough each approved the high school project at special town meetings on October 30, 2000; Boxborough approved it unanimously. Boxborough approved the Proposition 2 1/2 debt exclusion for the project at a special election on 11/7/00, and Acton followed suit at a special election on November 20. The Design Partnership of Cambridge was selected as the architect for the project.
4. **Continue to Deal with Curriculum Issues.** As always, the districts undertook revision of elements of the academic program. At the Region, highlights of the year's curriculum review and development efforts included Project MEET, which expanded some teachers' use of the internet as a teaching tool; revision of the high school's guidelines for research papers; technology integration efforts in the math department; and a study of the potential to move to heterogeneous grouping in English at the junior high. At the elementary schools, teachers focused on review and revision of the 3rd- and 4th-grade social studies curricula. These days, the curriculum revision process is undertaken in the challenging new environment of standards-led reform. Faculty review curricula in light of state frameworks; even when they choose not to align local curricula with state benchmarks, they have the state's benchmarks and the state's testing program in mind. This year, the new Assistant Superintendent of Curriculum, Instruction, and Community Education spent much of the year assessing the current status of the districts' curricula. Meanwhile, the districts worked to establish supports for students in danger of failing the now high-stakes MCAS test.

In this report, which is written by many staff members, you will see the broad range of, and at least some detailed information about, our endeavors. One of our operating principles is to constantly look at everything we do through the lenses of efficiency, effectiveness, quality and the entrepreneurial spirit. We provide an enormous amount of information to the public (in print, on cable television, and in person), both because we know people are interested and also because we want to enable them to make better-informed decisions. We now regularly refer people who inquire about us to our web site (<http://ab.mec.edu>) for the information.

We "out-source" when it makes sense, and we provide from within when that is the best solution. Sometimes it appears that schools are institutions which do not change, or change only very slowly. As we look at where we are on a continuum of appropriate and manageable evolution, we feel that we have come a long, responsive and appropriate way.

ENROLLMENT

The elementary enrollment from October 1, 2000 to October 1, 2001 increased from 2,489 to 2,511 (+22). School choice students remained at 1. Kindergarten enrollment increased from 325 to 338 (+13). The Junior High School enrollment increased from 843 to 868 (+25) with a decrease of 5 (7 to 2) "choice" students. The High School numbers went from 1,490 to 1,511 (+21) with 28 "choice" students, down from 67 (-39) a year ago.

PERSONNEL

Staffing changes for the 2000-01 school year included the June, 2000 retirement of seven Acton Public and four Acton-Boxborough Regional teachers. Leaves of absence for three ABRSD teachers and eight APS teachers were granted and sixteen resignations received. The hiring of 18.6 AB and 18 APS full-time equivalent new teachers filled those vacancies. "School Choice" moneys in the regional schools helped keep class sizes from increasing at an even greater rate.

One public teacher began the school year working in private industry as part of the externship program. The teachers who had participated previously have returned to our school with new knowledge and a renewed energy for working with Acton and Acton-Boxborough students. One additional Acton Public teacher received a Fellowship for the 2000-01 school year.

PROFESSIONAL DEVELOPMENT

We continued our professional development program, available to all staff. During the year we offered over forty courses and workshops and also many opportunities for our staff to work in study groups. Many of the offerings were centered on four main themes: assessment, diversity and inclusion, instructional practice, and technology. The individual courses were seen as strands emanating from these themes. The districts have the status of Professional Development Provider, as designated by the Massachusetts Department of Education. As a result, courses and workshops which we offer can be used by teachers for the purpose of recertification.

Our involvement with Teachers as Scholars enabled us to offer poetry workshops for both the elementary and the secondary staff. Other courses for elementary staff included "Enhancing Curriculum through the Use of Technology in the Content Areas" and "Reading and Writing in the Content Areas". At the secondary level, courses included "Junior High Math Content Institute", "Curriculum Integration, 7-8", and "Enhancing Curriculum through the Use of Technology in the Content Areas: Humanities Strand; Math/Science Strand". Independent summer reading 7-12 involved such titles as *Call the Darkness Light*, *Lords of the Horizon: A History of the Ottoman Empire* and *Eleanor of Aquitaine*. "Creating Your Own Classroom Home Page" and "The Changing Profession:

Teaching in the New Millennium" were offered to staff, K-12. Several study groups for Special Educators, Speech/Language Specialists, Counselors and Nurses were undertaken.

We also worked in conjunction with the EDCO Collaborative to offer a number of outstanding professional development opportunities for the staff.

One particular professional development course deserves special note. In the summer and fall of 2000, Acton received substantial competitive state funding from the DoE to host an English Language Arts Content Institute. The course, taught by Dr. Mary Anton-Oldenburg, provided grade 3-6 teachers with up-to-date, research-based strategies to enhance literacy instruction.

This year, the state made dramatic alterations in the requirements for recertification. As a result, the districts devoted substantial time and resources to establishing a new process by which teachers can keep track of their professional development (necessary for recertification) and by which the districts can account for teachers' professional development activities and credit them for their work appropriately. Once the new procedures were developed, communicating to staff regarding how to proceed became a major initiative. The new state regulations also altered the nature of our professional development offerings in important ways. Now, to help teachers toward recertification, it is important that many professional development courses be over ten hours long; that they focus on a single subject; and that teachers be required to complete some sort of final "product".

PUPIL SERVICES

Nursing Services

With the support of the Framingham statewide grant, the school nurses continued to upgrade health office computer systems and equipment. The nurses continued work on the development of a daily log system which computerizes all health information and allows for better tracking of students' visits and health issues.

The nurses continued to support the implementation of the systemwide Emergency Response Plan in collaboration with the school principals and safety committees.

The nurses offered a Flu Clinic for all staff members. Elementary nurses continued to conduct Hepatitis B clinics for students in grade 6.

Many of the nurses participated in classroom teaching opportunities, including Human Growth & Development, Safety and Hygiene, 7th-grade health education classes, and a smoking cessation group at the high school. The school nurses continued to support an increasing number of students with chronic health issues.

Counseling

Elementary School counselors participated in yearly activities generated by a Character/Education grant. A Umass counseling intern conducted social skill groups and conflict resolution programs in the classroom and assisted with counseling activities. Counselors continued to provide professional development for school staff on many counseling topics.

In the early fall, the junior high counseling department worked closely with the RJG community to assist them in dealing with the tragic loss of one of their students. Throughout the year the junior high counseling department continued to work with a health educator to provide leadership trainings, self-esteem and social skills workshops for students in 7th and 8th grade. We were fortunate to have a full-time counseling intern to assist in meeting the academic, social, emotional and career goals of the students. The department continued to be involved in delivering the sexual harassment curriculum to all 7th-grade teams; this included units on respect, bullying and teasing, and sexual harassment. Counselors worked with the administration to deliver the same message to the 8th-grade teams. Counselors continued their collaboration with the Academic Support Center in offering a Peer Tutoring Program which involved more than 25 student tutors. The department offered several group counseling experiences for students in such areas as divorce and adoption.

The high school counseling department was fortunate to receive grant money to hire a part-time school social worker whose primary focus was to support students with substance abuse issues. The department was also fortunate to have a full-time counseling intern to assist in meeting the academic, social emotional, and career goals of students. The department continued to offer counseling groups in such areas as the chronic illness of a sibling/parent, substance issues, and social skill development. The high school counseling department continued its work with the Peer Counseling course. The department continued to offer parent evenings to address such issues as early decision applications to colleges, financial aid, and the college search. Several members of the counseling department began the development of a proposal to establish an Advisor/Advisee program at the high school. Last year the Advanced Placement testing program administered AP exams to over 250 students. The department continued to develop and enhance its web site. A new "junior packet" and small group sessions were developed to assist students in the post-high school planning process.

Special Education

The Acton Public Schools, in collaboration with the Littleton and Boxborough Public Schools, continued to participate in the Massachusetts Department of Education Community Partnerships for Children Early Childhood Grant. In collaboration with the nearly thirty center-based early childhood programs and family day care centers located across the three communities, these grant monies were utilized to enhance the quality of care and educational services provided to young children. Grant monies were used to subsidize childcare for low income working families, provide staff training and support programs to become accredited by the National Association of Young Children.

Now in its seventh year, the Acton Public Schools Integrated Preschool (IPS) is a well-respected early childhood option within the community. Children with identified special education needs and those who are developing typically are educated side-by-side in this developmentally-appropriate setting. The professional staff included two early childhood special educators, a speech/language specialist, two part-time occupational therapists, a physical therapist, two occupational therapy assistants, and four teacher assistants. An integrated therapy model used by the teaching and therapy staff enabled children to demonstrate significant growth. The IPS staff worked closely with the elementary school staff to insure a smooth transition for students entering Kindergarten.

The Acton Public Schools' Special Education Department staff, consisting of special educators, speech/language specialists, occupational therapists and physical therapists, is a cohesive group of talented and dedicated specialists. Educational and therapeutic disciplines communicated regularly. Student TEAMS provided highly-effective services to approximately 300 students in the Acton Public Schools. Staff communicate well with regular education teachers and with parents. Each department has developed long-range goals which span across the next three years and provide direction for the departments. Individual departments are highly organized, providing similar services to students in each elementary school.

Staff participated in many professional development opportunities. Through a Massachusetts Department of Education Professional Development Grant, the Special Education Department offered a variety of training programs in speech/language, language arts and strategy instruction. All speech/language specialists received specific training in phonemic awareness. This course provided training in assessment and service delivery. Phonemic awareness is integral in the success of our students' reading skill development.

The Acton Public Schools special educators received two days of comprehensive training on new cognitive and academic assessment batteries. These tests are used to qualify students for Special Education services.

Both speech/language and special educators were presented with extensive training information on Non-Verbal Learning Disabilities by the Department Chairperson and various outside conferences and workshops.

Motor specialists received training in sensory integration and a specialized handwriting program. Physical therapists attended a workshop entitled "Understanding Regulations". All motor therapists meet monthly to discuss common concerns and new strategies.

Further professional development occurred within the APS system. A course entitled "Special Education Issues in the Regular Education Class" was offered to classroom teachers and specialists. Presentations included "Explosive Child", "Pervasive Developmental Disorder/Pragmatic Language Issues", "Motor Skill Development and Therapeutic Techniques", "How to Address Behavior Issues in the Classroom", and "Non-Verbal Learning Disorder".

At the junior and senior high schools, special education staff collaborated with regional department leaders and teachers regarding a number of important topics. Ongoing discussions continued regarding supporting the small number of students who failed the MCAS, as well as meeting the needs of students falling within the "needs improvement" range. It is a credit to both special and regular educators that very few students have failed the MCAS. Additional collaboration and discussion centered around who meets eligibility requirements for alternative assessment and implications for a high school diploma.

Extensive professional development opportunities continued to be provided to Pupil Services staff to increase the repertoire of strategies and interventions used to remediate reading, writing and math disabilities. Through the "Accessing the Curriculum Grant", teachers have received specialized instruction and training in language-related areas, as well as extensive support with curriculum access.

Academic Support

The regular education Academic Support Centers have increased their focus on meeting the increasing needs of our English as a Second Language population. A review of existing ESL services, and analysis and assessment of areas of need in light of those existing projections, has been a priority. A regional approach, grades 7-12, has been implemented, with teachers collaborating at both levels to identify long-range needs and improve entry/exit criteria.

ACTON PUBLIC SCHOOLS

Enrollment in the Acton Public Schools continues to grow, resulting in crowded instructional conditions in each of the five schools. To alleviate these crowded conditions, two new sections were added at the primary level, bringing the total number of sections to 102. A fourth section of first grade was added at the McCarthy-Towne School and an additional section of second grade was added at the Merriam School. All schools continue to have an All-Day Kindergarten.

Construction at the Parker Damon Building continued, but more slowly than expected. At the end of the 2000-2001 school year, the predicted move-in date was November 2001, at which time the students and programs from the McCarthy-Towne and Merriam Schools were to move into the new building. The Merriam Building will be a multi-use facility. Merriam will house the Central Office, Pupil Services Department and some high school programs. We appreciate the support of the community in providing a solution to the serious space problem which our schools have experienced during recent years.

The five elementary schools (Conant, Douglas, Gates, McCarthy-Towne, and Merriam) have experienced similar highlights this past year. Each school has the following:

- a School Council, as required by the Educational Reform Act of 1993
- vital parent involvement which plays an active role in the life of its school. These parents sponsored numerous assembly programs which enriched their school's cultural and aesthetic life with musicians, storytellers, and other performers. The parents raised funds for school-wide projects; provided volunteers for many in-and out-of-class activities, tasks and services; and staffed the "Safe Arrival" hotlines. The parents also sponsored school newsletters and other activities
- a number of whole-school events, such as orientation programs for kindergarten parents and children as the school year begins, back-to-school-night open houses in the fall, and a Memorial Day Program in the spring
- students who use computers and technology in various ways – to supplement the writing/composing process, to enrich or extend learning experiences in each curricular area, to strengthen the learning of concepts and practice of skills via the Internet

- a faculty that participates in professional development through one or more of these activities: pursuit of formal course work; involvement in systemwide curriculum and instruction review and improvement projects; participation in the system's Professional Development Day; and attendance at professional conferences and workshops. In addition, many teachers worked with student teachers. Through their actions, the faculty again showed that they are truly committed to the concept of being life-long learners
- a reception or event to celebrate and honor the parents and volunteers who assist each school during the school year

Curriculum Review and Update

Language Arts: The draft of the Language Arts Curriculum Objectives was finalized and accepted during the 1999-2000 school year, although the Kindergarten section of the document was not adopted until winter of 2001. By that time, the entire document was out of step with the state's newly revised ELA Framework, although they were in alignment with the Massachusetts 1997 Framework for English Language Arts. In June of 2001 two teachers were hired to work with the Curriculum Specialist to compare the new state document with our current work. Their work identified significant differences between the two; further work will be done in 2001-2002.

A DoE-funded Content Institute was offered in the summer of 2001, entitled Empowering Young Readers. (See Grants, below.)

Math: Funded by our federal Eisenhower Professional Development grant, during the 2000-2001 school year the proposed revisions to our math curriculum objectives were reviewed for final adoption by grade level teachers from all five elementary schools.

Health: Funded by our Health Protection grant (state), during the 2000-2001 school year proposed revisions were reviewed for final adoption by grade level teachers.

Science and Social Studies: Funded by an APS R&D grant, two pilot programs in Social Studies were developed. One project, on the study of Massachusetts, brought our third-grade curriculum more in line with the state framework by adding some overall State studies to our existing study of Boston and its history. Another R&D funded a group of fourth-grade teachers to develop a pilot project exploring Rivers as an interdisciplinary study, tying our Science unit (Land and Water) with geography and some history of ancient river valley civilizations. A website was developed. Further work will be done in 2001-2002.

Grants

We were awarded our third Massachusetts Department of Education Summer Content Institute grant (see ELA, above), which served 31 teachers (18 from Acton and Boxborough, 13 from other districts). The project was titled Empowering Young Readers.

Drug and Alcohol Education Programs

The DARE program continued in grades four and six with the support of the Acton Rotary. Our third-grade classes participate in the B.A.B.E.S. program (Beginning Alcohol (and other drugs) Basic Education Series).

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

R.J. Grey Junior High

R.J. Grey opened its doors in September of 2000 to 843 students (415 in 7th grade & 428 in 8th). Again, no new "school choice" students were accepted, although there were still nine "choice" students in the system coming from the elementary schools.

All students take English, social studies, math, science and physical education/health. The curriculum demonstrates the core values of reading (the English program is literature-based), writing (although skills are primarily taught in English, the other academic subjects have adopted the "Writing Across the Curriculum" approach, which provides students with a more consistent writing approach), math (with the added skill development of reading mathematical language), and our physical (science) and cultural (social studies) world. Most of our students not exempted by a Special Education Individual Educational Plan took a world language, with twice as many taking Spanish as French. Seventh graders participated in an "exploratory program" which consisted of Information Skills, Art, Music and Minuteman Tech Lab each for a quarter of the year. Exploratories for the eighth graders consisted of Art, Principles of Engineering, and Life Skills/Health.

Students could also choose from elective offerings of acting, basic and advanced guitar, basic drawing, drawing and painting, hand crafts, internet information skills, library aides, peer tutoring & peer mentoring, performance art, seven habits of effective teens, support group for students of divorced or separated parents, technical design projects, web page design, and yearbook.

There was a wide variety of other interesting activities with which students could be involved after school. The interscholastic athletic program included teams in cross country, soccer, field hockey, basketball, softball, track and baseball. All of these teams were supported by an activity fee paid by the participants. The R.J. Grey intramural program became much more available to students, usually meeting four days a week for

an hour after school. Students could participate in a variety of activities such as floor hockey, basketball, wrestling, volleyball and tennis. Other after-school extra-curricular activities included an Environmental Club, a Painting and Drawing Club, a Math Club, a Jazz Band, a Select Choir, a Chess/Board Games Club, a Yearbook Club, The AB Blueprint (school paper), a school play ("Peter Pan", which recently received the coveted Moss Hart Award, recognized out of all the middle school level plays in New England), the Student Council, and a Photography Club. Students also had the opportunity to work in the computer lab and library after school.

One of the most important aspects of R.J. Grey is "teaming". Teaming is the ideal format through which we can deliver those programs and values in which we most believe, as expressed in our Statement of Purpose; e.g., meeting the needs of the adolescent, maintaining curricular quality and interdisciplinary opportunities, and creating a sense of community. There were four full seventh-grade teams, each with approximately 104 students and five teachers (English, social studies, math, science, and Spanish and/or French). There were three full eighth-grade teams, each with about 110 students and five teachers (math, science, English, social studies, and one of the three "exploratory" subjects which rotated each third of the year). Additionally, there was one eighth-grade team with four sections involving the same core subjects. Teachers plan integrated curricular activities which help students see the relationships between the various subjects. Teaming allows teachers to get to know students very well and gives common planning time to support these students. Time is scheduled which allows parents to meet with all team teachers at one time to get the whole picture of their child's progress. Teaming also breaks a big school into smaller units, which makes the school less intimidating than being one student out of over 843.

There were several groups looking at the future of R.J. Grey. The entire staff, as well as a committee of department leaders and staff representatives, continued to look at the parts of the program which are highly valued in order to preserve them, and also looked at ways to enhance the learning opportunities of all students. The School Council, consisting of five parents, one community person-at-large, four staff members, four students and the principal, addressed a wide variety of issues and made recommendations to the administration which were very helpful. The Student Council continued to have a strong voice in the development of the school and the overall school climate. R.J. Grey was represented by a P.T.S.O. organization, which included grades seven through twelve. Parents were invited to attend monthly noontime informational meetings with both the RJG and ABRHS principals, who presented reports and answered questions. The P.T.S.O. also sponsored evening programs designed to provide parents with information about the schools.

There continue to be challenges to providing a fine program for R.J. Grey students. Foremost during 2000-01 was the continuation of a \$19.1M addition and renovation project. Renovation began in the "old" parts of the school, which caused students and staff to be move intermittently throughout the year to open up new areas for construction. Increasing the staff to keep up with the growing school population and providing time for teachers to support the needs of students, the curriculum, and the total school program continue to challenge our resources.

In November, 2000, R.J. Grey (as well as the high school and elementary schools) received the results of the state-mandated MCAS (Massachusetts Comprehensive Assessment System) tests from the previous spring. We continue to be proud that our students' scores compared favorably with the top performing schools in the state. This is a result of the high quality of teachers and teaching, an excellent curriculum, and the supportive families who make education a priority for their children.

Given the quality of the support by students, staff, parents and community which R.J. Grey has come to enjoy, these and other challenges will be faced with enthusiasm and a sincere belief that students will continue to have a school in which they can learn, mature and grow, and about which we all can continue to be proud.

Acton-Boxborough Regional High School

Post Secondary Education: The ABRHS Class of 2001 included 346 members, 327 (94%) of whom planned to pursue some sort of post secondary education. Of these, 86% will enroll at four-year schools, while 8% will continue their education at two-year colleges and technical schools. Consistent with the national trend and with that of previous A-B classes, 106 seniors (32% of those applying) submitted Early Decision or Early Action applications.

Standardized Test Results: Average SAT scores for 2001 seniors again exceeded those of state and national populations. This is significant since 98% of A-B students took the SATs, compared to the state average of 79% and the national average of 45%. Our average combined score for the SATs was 1190.

National Merit Scholarship Corporation: Eight members of the class of 2001 achieved semi-finalist recognition; 46 others received letters of commendation.

National Honor Society: Eighty-three members of the current senior class (23%) distinguished themselves by entrance into the National Honor Society.

National World Language Honor Societies: In 2001, forty-five ABRHS students qualified for membership in local chapters of the National French and Spanish Honor Societies.

National, Regional, and State World Language Competitions: Two ABRHS students placed nationally in 2001 in the National Spanish Examination; forty-eight other students placed statewide. Twelve ABRHS students placed nationally in the National French Contest; five other students were state finalists. One ABRHS student placed at the summa cum laude level of the National Latin Examination; one other placed at maxima cum laude. One student received the corona oliva in the medusa mythology exam.

Academic Decathlon Team: In its 12th year of competition, this team of nine regulars and 25 alternates placed first in the Massachusetts State Championships, which were held in March, 2001. A total of sixty Massachusetts high schools competed. In addition, the team placed second at the National Championships held in April, 2001 in Anchorage, Alaska. National medallists in the All-Around category included Andrew Lim (A Team – 1st place), Drew Houston (B Team – 1st place), and Maike Geng (B Team – 3rd place). The team was coached by English teacher Andy Crick.

Mathematics Team: In the 2000-2001 season the A-B team finished third in state-wide competition. Eight students were finalists in the state Mathematics Olympiad Exam – Maike Geng, Alex Kuo, Andrew Lim, Yang Yang, Drew Houston, Nils Klinkenberg, Darrick Li, Raphael Lee. Also, ten students were finalists in the nationally-administered Annual High School Math Exam – Maike Geng, Nils Klinkenberg, Yang Yang, Alex Kuo, Drew Houston, Andrew Lim, John Liu, Darrick Li, Orr Ashenberg, Kevin Wu.

Speech and Debate: The ABRHS Speech and Debate Team had 78 members throughout the 2000-2001 school year. Competing at both the varsity and novice levels, the team participated in Eastern Massachusetts competitions, hosted its own "Winterfest Tournament", and sent qualified competitors to state and national competitions. The ABRHS team qualified the allowable maximum of 32 competitors to the Mass Forensic League State Championships; nine members went on to represent the school at the National Championships in New York City. Colin Burns earned National Quarter Final Honors. As a team, the Speech & Debate Team was awarded membership to the "200 Club", recognizing them as a team in the top 5% nationwide and the number one public school team in Massachusetts.

Sports: In the fall of the 2000-2001 school year, athletic participation rose to 537 students. During this initial season, the field hockey, golf and football teams all won Dual County League Championships. Football qualified for the Division II Super Bowl, and field Hockey won the State Championship. Boys and girls soccer teams both qualified for the M.I.A.A. post-season tournament. During the winter season, the boys swim team was the runner-up for the State Championship. Our boys basketball, girls basketball, boys ice hockey and girls ice hockey teams all qualified for post-season play. During

this season, the girls indoor track team was the State Class B Champion. Our spring season was also very successful as the girls softball, girls tennis and boys lacrosse teams all represented Acton-Boxborough in year-ending tournaments. Members of the boys and girls track teams qualified a large number of runners for the Class A meets.

Proscenium Circus: Members of Proscenium Circus displayed remarkable talent and energy as they continued their fine tradition of outstanding dramatic performances. Students participated in our productions in a number of ways: sound, lighting, set building, stage management, publicity, ticket sales and, of course, stage performance. Over 120 students participated in the performances of the Fall Play, "Make Me Laugh, Make Me Think", the State Play, "My Last Duchess", and the Musical, "Guys and Dolls".

Peer Leadership Program: Peer Leadership had a most successful 2000-2001 with over forty students – a number that has increased as the scope of peer leadership has evolved. The peer leaders facilitated an alcohol/drug awareness program in Acton's elementary schools, led social development programs at the R.J. Grey Junior High, and engaged in smoking awareness programs.

The School Newspaper: The Spectrum has continued to investigate stories of national as well as local interest. Our reporters review popular trends in entertainment. Local sporting events, insightful editorials and humorous observations are featured sections of The Spectrum. The editors' responsibility is to provide readers with as much timely and relevant information as possible. The writers follow current topics in the news and discuss how these issues impact the school community.

The Literary Magazine: The Student Literary Magazine produced and published two issues incorporating a variety of student writings and art work. A contest was held prior to each issue with separate categories for artwork, poetry and short stories to generate submissions.

Student Internship Program: Sixteen juniors and seniors participated in the program. Each student was assigned to a staff member within the Town Hall or the school system. Several worked with state legislators.

Harvard Model Congress: Seven juniors (Shine Chen, John Einkauf, Nita Kumaraswami, Justin Kliger, Brian Lowe, Jenna Parkinson, Emily Roessel) represented ABRHS at this four-day government simulation. Their participation was generously underwritten by the Acton League of Women Voters.

Job Shadowing Week: Beginning in November, approximately ninety students made one-day career exploration visits to a variety of work sites. This program owes its success to the participation of local businesses.

Community Service Activities: ABRHS received two grants which were used to enhance the school's community service program. A Community Service Learning grant (through the Massachusetts Department of Education) funded curriculum-based service projects and professional development for staff. A grant from the Corporation for National Service was used to organize over two dozen service projects around Martin Luther King Day and to encourage year-round volunteering by students. The school held its first Community Service Awards night on January 15. Approximately 150 students received recognition for their volunteer efforts during the year 2000.

Senior Community Service Day: On May 4, the class of 2001 spent the day working volunteer projects in and around Acton and Boxborough. Before the seniors began their projects, they were served breakfast at the school by the faculty and administration. This was the seventh year that the senior class organized a Senior Community Service Day.

Survey and Research Activities: In order to gather information to assess school programs and plan improvements, school personnel conducted and analyzed several surveys during the year. Our recent graduating class and all students new to the school system were surveyed in the fall, and the senior class was surveyed in the spring. Faculty members were also surveyed at the end of the year to provide information which is used to evaluate programs, set priorities, and develop the yearly School Improvement Plan.

Building Project: From January through March, our school was involved in the schematic design phase of our building project. The building committee and administration have been working with The Design Partnership of Cambridge, the architects for our addition and renovation. The architects met with many staff members during the design development phase from March through August and developed a state-of-the-art two-story addition which will house science, math and art. Construction documents will be completed by the end of January, 2002; the bid phase will begin in February and construction in April, 2002.

THE PERFORMING ARTS

Many exciting things took place throughout our elementary schools. Each of our schools held a number of class plays/musicals and choral/band concerts, in addition to their weekly music learning experiences in the classroom. In addition to the traditional concerts, the band performed in the Acton Memorial Day Parade, which has become a wonderful tradition for our band program, beginning in grade 5.

At the R.J. Grey Junior High School, we had eighteen students selected to perform in the concert band, orchestra or chorus at the MMEA Northeast Junior District Music Festival held in March. The Band and the Chorus both participated in the Great East Music Festival held at West Springfield High School in June; they represented our community exceptionally well.

At the Acton-Boxborough Regional High School, our Band and Chorus continued to reach out to our communities as they performed at numerous events, including West Acton's Oktoberfest, Mt. Calvary's Senior Luncheon, the Lion's Club Tree Sale, and the Acton Memorial Day Parade. Proscenium Circus's presentation of "Guys and Dolls" continued the fine tradition of outstanding musicals they have presented in past years. We had seventeen students selected to perform in the concert band, chorus and orchestra at the MMEA Northeast Senior District Music Festival held in January; three of these students went on to perform in the All-State Festival.

THE VISUAL ARTS

In the ongoing process of curriculum articulation and review, the art staff revised and documented the art history component for each grade level/course in the Visual Arts K-12 Curriculum. One high school art teacher developed and wrote the curriculum for a new art history course, to be offered to high school students in September 2001.

Throughout the school year, student efforts and accomplishments in the Visual Arts program were exhibited in each of the systems' seven schools, as well as in a variety of formats and off-site settings. Student art work appeared in the Lamplighter and various school newsletters, and a kindergarten students' drawing graced the cover of the Kindergarten Handbook. Two RJG students' work was chosen by editors at Davis Publications, Worcester to be included in a CD-ROM gallery of student art, published to accompany a new middle school art text series. ABRHS students received seven awards at the state level of the highly-competitive Globe Scholastic Art Awards. The student work was exhibited at the State Transportation Building in Boston during January and February. During March, thirty-two students' work was included in the annual Youth Art Month Show at the Worcester Art Museum. Conant, Douglas, Gates, and Merriam Schools, as well as RJ Grey Junior High and Acton-Boxborough Regional High School, were represented.

Seventh- and eighth-grade students at R.J. Grey had the opportunity to participate in an after-school art club, which met once a week. Eighth-grade students made field trips to the DeCordova Museum and the Peabody Essex Museum to support units in the art and social studies curricula.

During the spring and summer, an R.J. Grey art teacher worked with students to design and paint murals on the walls in newly-renovated wings of the building. One elementary art teacher received an Acton Education Association New Teacher Grant to fund a field trip to the Worcester Art Museum for grade 5 students at Gates School. The museum visit supported an art history unit dealing with 20th-century American artists, developed by the Gates art teacher.

Students at Merriam school created interpretations of famous paintings in quilt format which were sold at the school's annual auction. The project involved all students at Merriam School, parent volunteers, and the art teachers and was connected to art history units of study. The three art teachers who led this endeavor made a presentation about it at the Massachusetts Art Education Spring Conference in Worcester in May.

In the spring, the K-12 art staff met with Wanda Null at the Acton Memorial Library to plan for student art exhibits to be held at the library during the 2001-2002 school year.

TECHNOLOGY

The schools continue to make rapid progress in the acquisition and implementation of the use of technology throughout the school districts. The network (Abnet), which was installed in the summer of 1995, is now fully implemented. The network was greatly expanded as a result of the acquisition of a large grant from 3Com Corporation. The Liberty Challenge Grant that was awarded in the spring of 1996 allowed the districts to augment the network design to incorporate the latest technologies throughout the districts. Nearly 1,000 computers reside on the network.

Many other grants and school-business partnerships from NEC Corporation, Sun Microsystems, Digital Equipment Corporation, PowerSoft, APC, VST, Cisco, Simmons College and the State of Massachusetts have enabled the districts to augment the support of the local communities. This support has allowed the districts to develop a significant technology infrastructure.

The Department of Education of Massachusetts designated the Acton Public and Acton-Boxborough Regional School Districts as Lighthouse School Districts. This honor was awarded for exemplary use of technology in the schools. Teachers from dozens of communities throughout Massachusetts have visited our schools and taken courses and workshops with the Technology staff in order to help them achieve similar success in their school districts. The staff has also made a number of presentations at state Technology Conferences.

Teachers, students and administrators are regularly using the network for electronic mail, research, collaboration and guided exploration of the vast resources on the World Wide Web. The districts have established their own web site: <http://ab.mec.edu>. The site is continually upgraded and provides a great deal of valuable information to students, citizens of the communities and other interested parties. Details of the Technology Resource Center (TRC) can be found at the following URL: <http://ab.mec.edu/district/technology/index.html>.

Many teachers have developed classroom home pages to support the curriculum in their classrooms. Some of the pages are updated weekly so that students and parents can keep abreast of the weekly homework assignments.

Several educators are developing and using 'Webquests' to support their curriculum. 'Webquests' are carefully-guided lessons and units of study that direct students to appropriate sites on the Internet. Examples of 'Webquests' can be found on the districts' web site.

Students are involved in a number of the efforts that have been briefly described above. They are assisting in configuring hardware and software, helping with the development of web pages, and solving technical problems.

Students are exposed to a wide variety of technologies throughout their school career. They use computers for writing, research, problem solving, publishing, multimedia, creative endeavors in art and music, and telecommunications. Nine Macintosh computer labs and two PC labs provide students with outstanding facilities to work in large group settings.

The Acton-Boxborough Regional High School has added an exciting new offering in the curriculum, the Cisco Academy. The Academy provides interested students the opportunity to become Certified Cisco Networking Associates (CCNA). Other rich technology curriculum offerings are being investigated and proposed for the future.

Libraries are equipped with computers, a Library Automation System, CD-ROMs, Laser Disk technology and the network for student research and other curriculum-related work. Many staff members take advantage of these resources to enhance curriculum presentations.

The districts are participating with seven other school districts and other strategic partners in the development and implementation of an exciting Virtual Education Space (VES). School year 2000-2001 was the first year of a three-year plan for this statewide program. Year one was made available to all educators in the state; year two will provide VES to all students in the state; and year three will provide VES to all parents

in the state. The districts have been awarded a grant that has allowed the creation of a Faculty Externship for eighteen months for the program. The Extern is assisting the districts in the implementation of this exciting program. Interested citizens can learn more about this program by going to the following URL: <http://www.ves.mass.edu/portal.html>.

Technology staff members actively participate on two citizen committees. Citizen's Technology Advisory Committee (CTAC2) advises the administration and school committees on matters related to the use of technology in the schools. The Joint Technology Advisory Committee (JTAC) is a committee of citizens and employees who make recommendations relative to the use of technology in the town and schools and what, if any, economy of scale could be achieved by cooperation in the area of technology by the schools and the town government. Citizens who would like to learn more about either of these committees should contact the Office of the Superintendent.

The Technology Curriculum Integration Specialists are developing Technology Student Benchmarks, which will help guide teachers in their use of technology within the curriculum. The Benchmarks will be used to guide the development of the new Strategic Technology Plan; future technology purchases will support these initiatives.

The technology staff has worked closely with the staff, administration and architects to develop and implement an outstanding new infrastructure in the three school building projects. The result will be a truly state-of-the-art infrastructure when the projects are complete.

SUMMER SCHOOL

The Acton-Boxborough Summer School runs a four-week elementary and six-week secondary program for students of Acton, Boxborough and the surrounding communities. All classes are held at the Acton-Boxborough Regional High School. The program is entirely self-supporting and offers a broad range of courses. While many students take courses for remedial purposes, more than 50% of the classes are elected for enrichment purposes. In 2001, 357 students attended the Summer School; 90 students, or 25% of the total enrollment, were from other school districts. The program is run by director Niki Veley, who oversees a staff of 14 certified teachers and 8 aides.

K-6 courses: Reading, Mathematics, Language Arts (Writing Skills)

7-12 courses: Pre-Algebra, Elementary Algebra Part I SP, Algebra 1 CP, Algebra I AE, Geometry CP, SAT I and II Math Review, Junior High English, English 9/10, English 11/12, Writing Skills, Creative Writing, SAT I and II English Review, Biology, Earth Science, Chemistry, French I, French II, Spanish I, Spanish II, U.S. History, World History, and Physical Education.

OFFICE OF DEVELOPMENT

The Office of Development is now in its seventh year of providing system-wide service. This office was established in response to the growing need to seek additional funding as a supplement to the appropriated budget. In addition, the Office of Development helps to support the activities of the Faculty Externship Program.

The Acton Public and the Acton-Boxborough Regional School Districts, together with their many partners, have been responsible for the creation of highly-entrepreneurial achievements in curriculum and instruction, community education, professional development, services for children with special needs, school-to-career initiatives, and transportation of students, to name only a few. They have also established strong and supportive partnerships of trust with the greater learning community – businesses, higher education, social service agencies, museums, chambers of commerce, and other public school districts, as well as parents and students. It is, therefore, a central goal of the Office of Development to create a seamless alliance among the many constituencies in the learning community. In doing so, a new synergy is generated and thus becomes the basis upon which supplemental funding is procured.

Grantsmanship: In response to the growing need to seek alternative and supplemental funding, grantsmanship activities continue to grow within the Office of Development and our individual schools. The Grant Writer's responsibilities include the establishment and development of new relationships with individuals, private businesses, foundations and corporations, as well as state and federal government agencies, which may become potential sources of supplemental funds.

Faculty Externship Program: Since 1989, the Faculty Externship Program has provided a unique and alternative professional development opportunity for teachers and administrators. Teaching professionals in the workplace are discovering not only the basic skills, but the thinking skills and personal qualities sought by employers. It is a model for education-business collaboration and winner of the MA Board of Education's Exemplary Partnership Award in 1990.

COMMUNITY EDUCATION

The Community Education office is located in the Acton Professional Center at 409 Mass Ave. Its staff organizes, staffs and directs the following programs and activities.

Day and Evening Classes: More than 1,000 classes are offered yearly for children, teens and adults. Classes and other programs are listed in INTERACTION, the Community Education catalog which is mailed four times a year to over 20,000 area homes. More than 11,000 persons enroll in classes each year.

Extended Day Program: Serving 190 Acton Public School families and 85 Boxborough families, Extended Day offers quality before-and after-school care for children in grades K-6.

Preschool Program: Located at ABRHS, the Community Education Preschool is the laboratory for the Child Development course. Completely funded and staffed by Community Education, the Child Development/Preschool course awards seven credits towards graduation. Preschool has a total enrollment of 52 (24 three-year-olds on Tuesday and Thursday; 28 four-year-olds on Monday, Wednesday and Friday). The Preschool is certified by the National Association for the Education of Young Children (NAEYC).

All-Day Kindergarten Program: Community Education administers the business affairs of the all-day kindergarten program at Douglas, Conant, Gates, McCarthy-Towne and Merriam Schools.

Summer Day Program: The Summer Day Program, located at the Community Education modular at Conant School, offers three two-week sessions of summer activities to more than 300 children in grades 1-6. Also provided is a Preschool summer program for four- and five-year-olds, vacation programs (offering enrichment activities and day care during school vacations), and many short sport clinics.

Youth Basketball League: Offering 16 weeks of coaching, practice and league play to more than 750 boys and girls in grades 3 and up, the league is staffed with more than 100 paid and volunteer coaches, timers, and referees. Community Education runs clinics for referees at no charge.

Driver Education: Community Education runs a Registry-approved driving school, offering classroom and on-road training to 280 students annually.

Pool & Fieldhouse Programs: Located at ABRHS, the Pool & Fieldhouse Program consists of family open swim and open gym times for basketball on the weekends. Also offered in this facility is a full Red Cross Swim Program on Saturdays during the school year and Monday – Friday for eight weeks in the summer, as well as school year and summer swim teams.

Community Education also conducts classes and schedules drop-in times for the public in the Fitness Center at ABRHS.

Scheduling of School Fields: Little League, Pop Warner and Youth Soccer, as well as individuals, businesses and community organizations, receive permits for school field use through Community Education. Fees charged are returned to the school facility department for field maintenance.

Scheduling Use of School Buildings: All evening and weekend use of the seven school buildings is scheduled through Community Education.

Community Education receives no funding from the School Districts or Town and runs all programs on a self-sustaining basis. Moneys are returned to the following for use of space and equipment – AV, Business Education, Director of Technology, Physical Education Department, Art Department, Facilities, and the Central Office. For more information about Community Education and the programs offered, call (978) 266-2525.

FACILITIES AND TRANSPORTATION

In addition to normal maintenance procedures, the school districts were involved with numerous summer projects.

Conant School’s wetland remediation project was completed; many Univents and air handlers were refurbished; and there was installation of new play equipment. At Gates the nurse’s office was renovated to meet ADA code. Many of Douglas’ Univents and air handlers were refurbished, and a primary-level playground was installed. Merriam’s cafetorium was converted to classroom space.

The sewer connections for the High School, Merriam and the maintenance shed are scheduled for a January completion. Charter Road was repaved and a new sidewalk installed.

IN CONCLUSION

This report demonstrates that the Acton Public Schools and the Acton-Boxborough Regional School District are complex organizations. Nonetheless, the districts possess a clear mission and vision. They are fortunate to possess a dedicated staff, who make a habit of constant self-reflection and, as resources allow, of renewal.

Our students, teachers and administrators continue to perform at high levels – academically, athletically, artistically, personally and professionally, and so the Acton Public and Acton-Boxborough Regional School Districts maintain a reputation which attracts people to the communities and to our schools. It is our intention to continue to provide the best possible education to the communities and to seek continued financial and moral support for this very important endeavor.

The towns of Acton and Boxborough have a great investment in the schools since the schools serve the communities’ youth and adult populations through public schooling, Community Education, and as a center for much community activity. This is a win-win situation for both the towns and the schools which we want to maintain for the future.

William Ryan
Superintendent of Schools
on behalf of the School Committees

**MINUTEMAN REGIONAL
HIGH SCHOOL**

School of Applied Arts & Sciences
758 Marrett Road, Lexington, Massachusetts 02421
www.minuteman.org

Minuteman Regional School Committee 2001

- | | |
|---------------------------|---|
| Charles Olmstead of Acton | Mary Ann Gleezen of Lancaster |
| Erin Phelps of Arlington | Marjorie Daggett of Lexington |
| Joseph White of Belmont | Colin Young of Lincoln |
| Stephen Koral of Bolton | Jeffrey Stulin of Needham
(Chairman) |
| Donna Corey of Boxborough | John O’Connor of Stow |
| James Ford of Carlisle | Paul Lynch of Sudbury
(Secretary) |
| Phillip Cheney of Concord | Betsy Connolly of Wayland
(Vice-Chair) |
| Frank Gobbi, Jr. of Dover | Elaine Noble of Weston |

After many years of dedicated service, seven members left the Regional School Committee in 2001. The entire Minuteman Regional School District thanks the following individuals for their years of service: Sally Bobbitt of Lincoln who has agreed to continue service on a school advisory committee, Michael Dowd of Weston, John McCarthy of Concord who has continued service with Minuteman’s Business Alliance, Glenn Noland of Sudbury, Jane Pagett of Lexington, Robin Pekins of Bolton and Paul Schlichtman of Arlington.

Class of 2001 Graduate Achievement Highlands

- 92% of the Class of 2001 graduated into either college or employment in their field of study.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Cosmetology graduates passed the state board examination.
- 100% of Early Childhood Education graduates were fully certified by the state Office for Child Care Services.
- All Medical Occupations graduates achieved 100% placement in either college or a job in their field.
- Science Technology graduates achieved 95% placement in either college or their field of study with 84% (47 out of 56) attending college.
- Culinary Arts graduates achieved 100% placement rate with 18 of 26 enrolled in college.

- Construction-Trades graduates achieved 86% placement rate with 17 of 54 enrolled in college and 29 of 54 entering the workplace within their field of study.

Academic Division Highlights

- Minuteman Regional High School sophomores tied for first place in Massachusetts among regional technical schools on MCAS test performance.
- Forty-five students took advantage of college level pre-calculus and calculus courses under an articulation agreement with Middlesex Community College.
- A Latin course was implemented to serve the growing number of students interested in medical careers, biotechnology and science.
- The Special Education Department teamed with mainstream teachers to help students achieve one of the highest levels of special education MCAS "pass" scores in the state.

Science & Technical Division Highlights

- The first state-approved high school pre-engineering program entered its second year. Minuteman in articulation with the University of Massachusetts initiated college level engineering courses on Saturday mornings to serve students from local high schools.
- A student team from Electromechanical Robotics took First Place in Skills USA/VICA National Competition on Robotics and Automation.
- The computer department instituted a CISCO networking course, the first step needed for someone to become a networking engineer.
- The electronics/telecommunication department designed new units with extensive help from RCN.
- Many new business/industry projects were achieved, including – Verizon supporting with after-school technology training for middle school students, GTE helping with new physics units for biotechnology, the Northeast Center for Telecommunications providing grant help, etc.
- The Environmental Technology department received a state-wide recognition award from the Massachusetts Executive Office of Environmental Affairs and a personal visit from Secretary of Environmental Affairs Bob Durand. Students were active in numerous off-campus service projects for such agencies as the Cambridge Water Department, Bolton Conservation Commission, Sudbury Valley Trustees, Massachusetts

Division of Fisheries & Wildlife, U.S. Department of Fish and Wildlife and the Northeastern University Marine Biology Research Laboratory, and the United States National Park Service, Minuteman National Historic Park.

- The computer-aided drafting & design department completed plans for a three-bedroom colonial home to be built by Minuteman's construction students in Wayland.

Construction – Power – Building Trades Division Highlights

- The Automotive Technology Department won the industry's Most Outstanding Automotive Program in Massachusetts award for the third year in a row.
- Students began construction of the three-bedroom colonial home for the Wayland Housing Authority.
- Students and staff completed construction of a 13,000 square foot child care facility for MIT/Lincoln Lab Day Care Center on the Minuteman campus.
- Student teams began major renovation of office space for the Louise May Alcott Foundation in Concord and began rebuilding historic cannon stands for the Town Common in Belmont.
- The Landscape Management Department won several awards again, including First Place at the Annual New England Flower Show in Boston.
- Division faculty began an extensive project focused on gaining post-secondary program certification for advanced automotive training – a rarity among the nation's regional high schools.

Commercial & Human Services Division Highlights

- The Child Development Center and the Early Childhood Education Department was recertified by the National Association for the Education of Young Children. Many commercial centers do not receive this certification for excellence and good practice in curriculum implementation.
- In Retail Marketing & Management, a two-student team placed first in state level entrepreneur competition among Distributive Education students. Another student won first place in the annual Massachusetts School Bank Association's annual essay contest. Students also hosted their annual "Breakfast with Santa" fund-raiser for Children's Hospital of Boston. Through this effort over the years, Minuteman students have donated more than \$10,000 to needy children.

- In Culinary Arts, bakery students won gold, silver, and bronze medals in state competition. The Department is preparing to become a certification site for the American Culinary Federation.
- In Graphic Communications, a Minuteman student won the gold medal in state Skills USA/VICA competition. A student designed calendar won the "Best of Show" award at the Annual Providence Professional Graphics Arts event.

Overall School Highlights

- New and/or updated college articulation and advance credit agreements with numerous top colleges in 26 different career areas.
- Minuteman faculty and administration began an extensive self-evaluation project using the Baldrige criteria for excellence, criteria well known to business and industry.
- Reached agreement with the City of Cambridge and the Town of Watertown to begin enrolling higher level tuition students while maintaining an overall enrollment base that allows Minuteman to continue one of the most powerful sets of career-focused pathways in the nation.
- Minuteman's School to Careers Partnership has formed a Minuteman Business/Education Alliance with direct or association representation of approximately 1,700 companies. This will allow Minuteman Regional High School to facilitate communication and cooperative student-employer projects and internship opportunities involving each of our district's fifteen participating high schools.
- Community education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs and camps, provided to member town residents continued at one of the highest participation and success levels in the state.
- The Facilities Management Department completed major campus renovation and facility improvement projects including conversion to gas heating, upgrading athletic fields, and construction of the new Students' Service Center.
- Numerous staff development efforts focused on obtaining national rather than just state certification in graphics & digital media, culinary arts, and collision repair (ASE).

Middle School Technical Literacy Program

Another Minuteman partnership is the middle school technical literacy program. The school is currently working with teachers in six district middle schools, assisting them to develop and incorporate technology education into their curricula as well as providing technology instruction in support of important and necessary computer skills.

Minuteman staff began the planning process to extend and expand this valuable service to other district towns. The strengthening of the middle school service can become a very important help to member towns in fulfilling requirements of the new Massachusetts Curriculum Frameworks on technical literacy.

The popular After-School Program, which provides hands-on career and academic enrichment opportunities for 6th, 7th, and 8th graders in the district, is offered without charge (including transportation) to district schools.

These two programs are financed by the Minuteman School budget.

Expansion of the Pre-Engineering Academy

Opened in September 2000 with a full enrollment, this rigorous, first-in-the-state college preparatory program is designed for academically talented, technically oriented students who plan to matriculate to a competitive technical college or institute upon graduation from high school. The focus of the technical component is in Pre-Engineering technology. Academic and technical curricula meet or exceed all MCAS standards.

Industry and college partners joined Minuteman to develop this modern pre-engineering program which will add to Minuteman's many high technology career path options. Now students interested in the many high tech careers of tomorrow can prepare for advanced college study and technical training in any of these areas: biotechnology, environmental technology, telecommunications, electromechanical technology, computer drafting and design, and now pre-engineering.

Continued Recognition of Automotive Academy

The Minuteman Automotive Academy was selected by the National Automotive Youth Educational Systems program as a site for high level career learning in the field and voted the Most Outstanding Automotive Technology Program in Massachusetts by the Industry Planning Council of New England. Daimler Chrysler, General Motors, Toyota, Volkswagen, the National Institute for Automotive Service Excellence (ASE), college partners and others work with Minuteman in providing exciting career opportunities across a broad spectrum from advanced technician to management specialist to automotive designer and engineer.

**MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT OPERATING FUND
COMPARISON OF BUDGET TO ACTUAL FOR FY01**

(Year Ending June 30, 2001)

(Unaudited)

REVENUES	FY 00 Actual	FY01 Budget	Actual/ Encumbered	Transfer/ Receipts	Available
Assessments	\$7,075,956	\$7,013,156	\$7,013,156	-	-
Chap. 70	\$2,307,758	\$2,387,712	\$2,387,712	-	-
Choice 95	-	-	-	-	-
Trans Ch. 71	\$731,109	\$1,032,697	\$1,032,697	-	-
Choice	\$1,155,497	\$845,381	\$845,381	-	-
Other	\$273,024	\$202,797	\$202,797	-	-
App Sur	\$87,551	\$192,700	\$192,700	-	-
Tuition	\$1,718,071	\$1,875,707	\$1,875,707	-	-
Total	\$13,348,966	\$13,550,150	\$13,550,150	-	-
EXPENSES					
Bldg Trades	\$94,628	\$92,369	\$73,616	(\$1,010)	\$17,743
Comm Serv	\$19,431	\$18,495	\$20,601	\$770	(\$1,336)
Electronics	\$98,041	\$32,630	\$37,592	\$6,442	\$1,480
Graphics	\$74,164	\$74,079	\$70,184	\$9,415	\$13,310
Health Instr	\$23,547	\$24,700	\$24,665	(\$65)	(\$30)
Metal Fab	\$39,076	\$36,996	\$35,128	\$1,221	\$3,089
Power Mech	\$18,569	\$17,200	\$13,276	-	\$3,924
Technology	\$80,352	\$92,294	\$89,930	(\$3,060)	(\$696)
Aft Program	\$10,225	\$11,120	\$11,869	\$791	\$42
Reg Occup	\$5,591	\$4,435	\$3,914	(\$521)	-
Spec Trades	\$30,327	\$27,799	\$28,589	\$300	(\$490)
Safety	\$15,762	\$13,761	\$14,817	\$24	(\$1,032)
Commun	\$39,544	\$34,877	\$43,099	\$4,164	(\$4,058)
Human Rel	\$21,813	\$21,532	\$18,336	(\$145)	\$3,051
Math	\$53,458	\$49,560	\$47,408	(\$2,161)	(\$9)
Science	\$69,787	\$54,875	\$56,380	(\$30)	(\$1,535)
Phys Educ	\$6,814	\$7,965	\$7,618	\$15	\$362
Athletics	\$105,886	\$108,830	\$101,790	\$2,193	\$9,233
Bus Instr	\$2,502	\$4,525	\$3,435	(\$341)	\$749
For Language	\$19,244	\$19,000	\$16,526	(\$2,417)	\$57
Art	\$701	\$8,225	\$6,171	-	\$2,054
Music	\$402	\$400	\$100	-	\$300
Altern Ed	-	\$10,000	\$1,738	-	\$8,262
Instru Res	\$82,205	\$71,430	\$78,270	\$7,964	\$1,124
Pupil Supp	\$49,535	\$47,341	\$44,516	\$49	\$2,874
Principal	\$92,205	\$95,100	\$84,670	\$1,514	\$11,944
Voc Co-Ordn	\$7,641	\$6,885	\$6,467	-	\$418
Computer Serv	\$26,002	\$27,600	\$7,256	\$100	\$20,444
Dean	\$2,715	\$3,620	\$3,340	-	\$280
Dist. Prog.	\$49,823	\$59,140	\$53,513	\$130	\$5,757
Legal Fees	\$29,725	\$30,760	\$18,048	-	\$12,712
Audit Fees	\$33,000	\$32,500	\$43,000	-	(\$10,500)
Superintendent	\$3,339	\$3,194	\$2,284	-	\$910
Plann/Academics	\$43,907	\$42,300	\$28,581	(\$16,953)	(\$3,234)
Business Off	\$16,468	\$19,200	\$16,494	-	\$2,706

EXPENSES	FY 00 Actual	FY01 Budget	Actual/ Encumbered	Transfer/ Receipts	Available
Risk Ins.	\$122,198	\$127,440	\$133,522	\$5,900	(\$182)
Ret/Empl. Bnft.	\$1,085,777	\$1,236,054	\$1,210,188	\$57,904	\$83,770
Transp.	\$913,258	\$979,950	\$991,690		(\$11,740)
Cafe	\$8,588	\$8,450	\$7,120	(\$1,400)	(\$70)
Oper. & Main.	\$756,650	\$800,453	\$1,021,389	\$31,802	(\$189,134)
Equip. Pur.	\$116,212	\$50,000	\$42,071	\$7,055	\$14,984
Debt Mang.	-	-	-	-	-
Salaries	\$8,850,954	\$9,143,066	\$9,045,683	\$93,757	\$191,140
Total	\$13,120,066	\$13,550,150	\$13,564,884	\$203,407	\$188,673
Excess Revenue	\$228,900	-	(\$14,734)	\$203,407	\$188,673



The Acton Memorial Library provides computer access for all.

ACTON MEMORIAL LIBRARY

Over the last several years, the Trustees and staff have focused on developing programs in the visual and literary arts in order to use the meeting room and other spaces in the library to provide cultural enrichment for the Town. Success was achieved rather quickly in the visual arts area; however, it proved to be a bit more difficult in the literary arts. In 2001 the number of important, enjoyable and well attended literary arts events that were presented finally allow that effort to also be considered successful. Programs presented in the visual and literary arts areas in 2001 are summarized below.

Visual Arts

January	Betsy Gertz	Photography
February	Lynn Avery	Oil Paintings
March	Jane Johnstone	Printmaking
April	Darthea Cross	Oil Paintings
May	Cynthia Rodday	Mixed Media/ Computer Art
June	Jill Goldman	Monoprints
July/Aug.	Acton Seniors	Various
September	Nancy Deissner	Digital Art
October	Gail Erwin	Prints/Paper
November	Linda Hoffman	Prints/poems
December	ABRHS Students	Various

In addition to the above exhibits in the meeting room works displayed in other library spaces included:

- Nancy Carrol's whimsical and thought provoking wood carved objects and furniture.
- Houima Oshida's stone carvings
- Barbara Bender's stained glass panels

All were well received, with Ms Bender's works were so appreciated that Acton resident, Cindy Silverman was moved to organize a fund raising effort to purchase one of the panels for permanent display in the library. This panel, entitled "Maya," now hangs in the center window above the main entrance. Literary Arts

February

To celebrate Black History Month the WGBH produced video *Midnight Ramble* was screened on February 7. It examines the independent producers who created feature films from the 1920's through the 1950's portraying African Americans in more positive terms than the stereotypes prevalent in Hollywood films of that time. The classic silent film *Body and Soul*, starring Paul Robeson was also shown during the evening.

April

Thanks to Acton resident and poet, Robert Clawson, an outstanding cultural event occurred on April 11, when Robert Creeley, nationally and internationally recognized as one of America's finest poets, read from his works and talked growing up in Acton. Knowing that Robert Creeley had grown up in Acton and had gone on to achieve great acclaim as a poet, Bob convinced him to return to Acton for this event. The evening was a great success, with well over a hundred people attending. Donations to the Acton Memorial Library Gift Fund for this event by individuals and the AML Foundation and Friends of the Acton Libraries funded an award to Mr. Creeley, who then used the award to purchase books for the library. Earlier in the day, Mr. Creeley also discussed poetry with students in the Acton-Boxborough Regional High School English Department.

The Board of Selectmen officially proclaimed April 11 as "Robert Creeley Day" in honor of Mr. Creeley's visit.

We hope to make "Robert Creeley Day" an annual event, with a noted poet reading in Acton every April for Poetry Month.

May

Local authors, Tom Sheehan and Max Israelite read from their works and discussed the craft of writing.

November

Local poets, Bob Clawson and Joan Houlihan read from their works.

December

Peter Alden, noted naturalist and author of numerous field guides, presented a slide show lecture based on his many trips to the Antarctic region.

School Library Cooperation

With the naming of a new Superintendent of Schools, the level and effectiveness of school library cooperation increased markedly. The Library Director, Wanda Null, and several Trustees met with Superintendent William Ryan to discuss the benefits that could be realized from improving our cooperative relationship. Mr. Ryan's recognition of the importance the school libraries and interest in improving them led to an immediate and welcome increase in the level of cooperation. Wanda Null was able to be of help in filling several library professional positions in the schools. The schools have provided more curriculum information to the library. As a result the library has been better able to anticipate the needs of the students for materials and assure their availability.

Trust Funds

The Board of Trustees is responsible for fourteen trust funds established for the benefit of the Acton Memorial Library. One of these, the George Kashuba fund, was founded in his memory by Mr. Kashuba's family in 2001. Contribution to this fund grew to near \$1,500 during the year. Mr. Kashuba's family also contributed \$1,000 to the AML Foundation Endowment Fund. The library trust funds have been pooled with all other town trust funds since 1987, with investment managed by the Town Treasurer. One should find the most recent fiscal year's beginning and ending market values, earnings and allocated investment costs for all town trust funds in the Treasurer's Report section of the Town Report.

The library trust funds, except as noted restricted to the purchase of books, are listed below. In all cases, expenditures from the funds are limited to the earnings, with other restrictions on some funds.

- AML Foundation Endowment, Materials, programming or technology.
- Mark Clapp Memorial, Children's Department books
- Charlotte Conant
- Minnie Davis
- Hiram Hapgood
- Susan/Luther Conant
- Florence Grandine, Materials or equipment to benefit patrons
- George Kashuba, Reference books in the Sciences
- Katherine Kinsley, Any library materials
- Mildred Pope Moore
- Memorial Library Planters Fund Plants for the Library
- Newell B. Taintor Unrestricted
- Luke Tuttle
- William A. Wilde

In 2001, the Trustees voted the following expenditures from these funds.

- \$150 from the Susan/Luther Conant Fund for purchase of a book as a memorial to former Children's Librarian, Dorothea Miller.
- \$465.50 from the Florence Grandine Fund for purchase of the 11-volume, Roll of Honor, Names of Soldiers Who Died in Defense of the American Union, and a CD-ROM, Massachusetts Genealogical Records, containing information on Massachusetts residents in the 17th and 18th centuries.
- \$184.25 for five Massachusetts Civil War Regimental Histories and \$3,375 for the remaining volumes of Supplement to the Official Records of the War of the Rebellion, from the William A. Wilde Fund.
- \$100 from the Newell B. Taintor Fund for honoraria to artists and lecturers.
- \$240 from the Memorial Library Planter Fund for plants.

AML Foundation & Friends of the Acton Libraries

The Acton Memorial Library Foundation, a charitable, non-profit organization founded to supplement the regular library budget, supports the library through its annual appeal and the AMLF Endowment Fund. Broad-based response to the 2001 annual appeal collected \$27,000. In addition, the Foundation added \$8,000 to the AMLF Endowment Fund.

The Friends of the Acton Libraries generates funds mainly from its popular used book sales, to support all of the libraries in Acton, including the school libraries and the West Acton Citizen's Library. In 2001, these sales earned over \$10,500.

Library Statistics

Circulation

• Adult:	Print:	115,919	Non-print:	33,858
• Juvenile:	Print:	156,274	Non-print:	18,956
Totals:	Print:	272,193	Non-print	52,823

Inventory

• Adult:	Print:	61,882	Non-print:	4,474
• Juvenile:	Print:	32,372	Non-print:	1,395
Totals:		94,254		5,578

In addition the library subscribes to 266 periodicals and has 1,122 volumes of back issues of periodicals and 1,596 rolls of microfilm

Reference Questions

Adult:	8,939	Juvenile:	8,180
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Special Program Attendance

Adults: 552 Juveniles: 4,221

The library's meeting rooms were also used 479 times, in addition to ESL tutoring sessions. Library Staff

*Full-time, all others are part-time

Director	Assistant Director
Wanda Null*	Ellen Clark*
Mary Katis, Admin. Asst.	

Reference Dept.	Children's Dept.
Susan Paju*	Lee Donohue*
Julie Glendon*	Kristime Adolph
Joanne Sullivan	Marilu Nowlin
Jane Flanders	Katrina Yurinka

Tech. Services	Young Adult Lib.
Stephanie Knowland	Pamela Parenti
Karen Anderson	

Circulation Dept.	
Gloria Reid*	Carol Landers
Joy Hamel	Polly Miller
Amy Spadano	Sue Gunther
Suzanne Callahan	Jane Smith
Eunice Gorman	Dan Groose
Kaja Michaels	Elizabeth Leaver
Pat Clifford	Joy Shelton
Diana Steele	Heather Kamins

Pages	
Sandra Vanuga	Cory Phil
Darrick Li	Jay Spriggs
Nancy Rutter	Vivien Wu
Lidia Huang	

Board of Trustees

After six years of distinguished service David Didriksen decided not to run for reelection in 2000. His service is greatly appreciated by the Board of Trustees and staff. Thomas Dunn was elected to the board in 2001.

Frank Joyner, President (elected)
Brewster Conant, Vice President (corporate)
David Barrat, Secretary (elected)
Dennis Ahern (corporate)
Ann Chang (corporate)
Thomas Dunn (elected)
Robert Ferrara (corporate)
Henry J. Hogan, III (corporate)
Raymond Shamel (corporate)

WEST ACTON CITIZENS' LIBRARY

During the year 2001 the West Acton Citizens' Library has continued to add new books to its collection and has continued to welcome an impressive number of new patrons. For our youngest patrons, there are new picture books, CDs, board books, books with tapes and videos. For adults, new popular fiction and non-fiction in both regular and large print have been added. The library has continued its program of delivering books to residents who are unable to come in to the library.

Through gifts from the Library Auxiliary and the Suzi M. Pomeroy Memorial Trust Fund, the library offers passes to the Discovery Museums of Acton, the Orchard House in Concord, Fruitlands Museums in Harvard, and the EcoTarium in Worcester.

In May the Auxiliary held its annual book fair and in October participated in the annual Oktoberfest with its West Acton business neighbors.

West Acton Citizens' Library continues to provide children ages 2-5 with the popular "Tot-Time" reading and activities program. Led by Annette Lochrie, the Tot-Time Reading Program fills the Citizens' Library on Monday mornings and afternoons with children eager to enjoy books and story-related songs and crafts.

In September, Citizens' Library welcomed Acton resident, Rosalie DeQuattro, as the Library's new administer. Rosalie is helped on a daily basis by volunteers Trudi Carson, Barbara Cowley, Marge Root, Lyril Ahern, Ramika Shah, Jo-Anne Spurr, Diane Bleau, Corinne Merkh, Corrine Orcutt, Bob Coan, Marge Brody and our new high school volunteers, Heather Salamone and Sarah Peters.

The West Acton Citizens' Library continues to benefit from the support of the Citizens' Library Auxiliary, from private donations and from a yearly donation from the Friends of the Acton Libraries, which contributes to Acton's two public libraries and to all the school libraries. Most importantly, Citizens Library benefits' from the patronage of our loyal public. We hope the library is meeting your needs. We look forward to your suggestions on improving our service to our community.

CULTURAL AND HISTORICAL ACTIVITIES

ACTON BOXBOROUGH CULTURAL COUNCIL

The calendar year 2001 brought change, challenge and continuity to the Acton Boxborough Cultural Council. We had several board members retire early from their three year appointments. The first few months of 2001 were devoted to a membership drive, our ongoing grant administrative duties and preparations for production of four community arts events. In our search for interested volunteers we recruited "new" and "seasoned" residents who are enthusiastic, energetic arts advocates, Acton, Boxborough and I (as chairperson) are very fortunate to have such dedicated and diversely talented volunteers.

The ABCC is often held up as an example by the Massachusetts Cultural Council to the other arts councils. In addition to our Cultural Council members, credit must be given to both Boxborough and Acton's Board of Selectmen, Administration and taxpayers for their support of the arts! For the 4th year, Boxborough gave the ABCC \$1000.00 and Acton for the 5th year gave the ABCC \$5000.00 to be used by the ABCC for ongoing arts enrichments. We are extremely grateful and constantly acknowledge their support to everyone who asks "How can ABCC fund and present so many projects?" We are grateful also for the physical support of the two Towns in providing us with meeting spaces and access to the town copiers.

In 2001 we were designated "The Worthy Cause of 2001" by The Community Newspaper Co.- The Beacon. Their subscription fund-raiser was very successful and we gratefully accepted \$1180 from them for the arts in Acton and Boxborough. We were also pleased to accept \$102.00 from Handworks of Acton from their sales of "Acton Baskets." We were also the very grateful recipients of a nearly \$5,400.00 "in kind donation" of graphic arts design services by Boxborough resident Matt Tyndall of Tyndall Design.

ABCC continues to be proactive in our search for alternative funding sources:

- ABCC applied in the fall to the Massachusetts Cultural Council Matching Incentive Program. The MCC took the donations and both towns' appropriations into consideration and awarded the ABCC an additional \$3,950.00. Only 58 (or 17%) of the 335 LCC's received MIP Funding.

- ABCC applied to and was awarded \$750.00 from NEFA (New England Foundation for the Arts) for our upcoming April 6, 2002 Hoi Polloi Performance. This money will be counted as a FY'02 "actual" toward our FY'03 Matching Incentive.

Each fall, the ABCC is required to distribute our annual MCC allocation through a Grant Process. This year, for the 2nd year, the Massachusetts Budget was not completed until after our grant cycle was initiated. The MCC's allocation of \$9,860.00 to the ABCC was announced too late for us to finalize our awards before the end of 2001.

We will be voting our \$9,860.00 (grant allocation), \$3950.00 (Matching Incentive) and previous grant cycle rollover of \$2363.93 in January 2002. We are withholding 5% of the MCC allocation and 5% of the Matching Incentive money for administrative expenses. We expect our awards will provide continued support for arts in education, both of our committees and local artists as we have in the past grant cycles. They will be announced in the 2002 Annual Report.

The FY'01 funding given by both of the towns and donations to the Arts Council have funded among other things:

- The Catskill Puppets - Acton July 2001 Free family performance at NARA well-attended and very well received by about 400 residents from Acton, Boxborough and our neighboring communities. (cost \$3600.00)
- Sweet Adelines - OktoberFest Acton October 2001 (cost \$250)
- Historical Perspectives - Madame Curie - Boxborough January 2001 (cost \$350.00)
- Sargent Library - Boxborough Museum Passes: Museum of Fine Arts, Hands on Art Museum, American Textile Museum (cost \$400.00 plus additional \$50.00 matching grant from Blanchard PTF)
- Harvard Town Band - Boxborough Grange Fair September 2001 (cost 250.00)

The Balance of FY'01 and some FY'02 Acton Town funds will be used to support our April 6, 2002 Hoi Polloi performance at the Acton Boxborough Regional High School.

We continue to solicit feedback and suggestion from the community through surveys and word of mouth. We will be hosting a community input meeting in Spring of 2002, however, we welcome your calls at anytime.

The ABCC has come a long way from just administering an annual grant cycle for the Massachusetts Cultural Council. We actively seek alternative funding and are acting as presenters for community arts events. We are a committee of ten members appointed by the selectmen of each community, but functioning as a single entity. Our goal is to increase our effectiveness as art advocates by supporting, promoting, organizing and presenting arts and artists in our communities. The Arts are Essential.

2001 Acton Boxborough Cultural Council Members

Jean Butler, Chairperson	Acton
Noreen Rowe, Secretary	Acton
Mitzi Weil, Treasurer	Boxborough
Frann Addison	Acton
Nancy Caplan	Acton
Michele Holland	Acton
Diane Hoff	Boxborough
Susan Page	Boxborough
Janet Tyndall	Boxborough
Susan Wilberg	Acton

Retired in 2001:

Catherine Coleman
Sue Salem
Martha Day

CELEBRATIONS & CEREMONIES COMMITTEE 2001

The year 2001 was a very exciting year for Celebrations. We started the year with the Minutemen in their march on April 19, 1775. On Patriot's Day, over 1,000 Boy Scouts and citizens participated by following the Minutemen as they retraced the Isaac Davis Trail to the North Bridge in Concord.

The Memorial Day parade was very successful again this year with Minutemen, Girl Scouts, Boy Scouts, Little Leaguers, veterans and bands from the schools marching in the parade. Lt. Col., James Lowe, USAF Retired was the Grand Marshall and a large crowd joined in the observance at the end of the parade at Woodlawn Cemetery.

Independence Day was celebrated for the second time in NARA Park. A large crowd attended and was entertained by the Dell Smart Band in the afternoon and the New England Brass Ensemble in evening until the fireworks show. The Recreation Department arranged for all of the entertainment and refreshments.

All of these events were successful due to the efforts of individual volunteers and civic minded groups that pitched in to help us commemorate the heritage and history of our country. The Acton Minutemen continue to take the lead in participating in our celebrations along with the members of the Civil Defense. Both of these groups deserve a big Thank You from the Town for their contributions.

The Celebrations and Ceremonies Committee needs your help in planning and producing these important celebrations. Acton citizens have been actively involved in shaping the history of our country from the Acton Minutemen in 1775 through those that are currently serving in the Middle East. The acts of terrorism on 9/11/01 demonstrated the need for patriots to protect our freedom. They helped to rekindle a spirit of patriotism, but we need your support to help perpetuate the memory of the contributions and sacrifices they have made for our country. Please join the Celebrations and Ceremonies Committee and add your talents to our celebrations.

Charles H. Jones
Acting Chairman.

HISTORIC DISTRICT COMMISSION

The Historic District Commission processed twenty-two new applications and a record of twelve amendments to previous applications. The HDC issued twenty Certificates of Applicability, ten Certificates of Non-applicability- five upon request and one Certificate of Hardship. Activity was evenly distributed throughout the three districts. Of the construction approvals sought, there were three house additions, two gutter jobs, and the replacement of a small barn. Other approvals given were for site work- including five fences, two pergolas, a gazebo, the paving of a small parking lot, and for exterior lighting such as bollards and lampposts. Sign applications, previously a major category of application, were down to one. Most of the Certificates of Non-applicability were issued for re-roofing projects; the remainder were for repairs and replacements in kind.

Other commission business encompassed discussions with district homeowners regarding anticipated projects and informational talks with prospective district homeowners. The HDC also participated in reviewing the proposed amendments to the Historic District Bylaw in preparation for a warrant article for the 2002 Town Meeting.

Michaela Morin, Chair
Anne Forbes, Vice Chair
Bonnie Giethner
Michele Barabash
Ken Guditz
Robert McCall
Tom Peterman

HISTORICAL COMMISSION

The objective of the Historical Commission is to protect and preserve the Town's historic character and assets, be they buildings, open spaces, landscapes, or historic districts. The Commission maintains the Cultural Resource List of significant structures in town, and reviews proposed plans regarding these structures in conjunction with the Building Department. The Commission can be a design resource to property owners who are remodeling older properties. The Commission also reviews and comments on proposed subdivisions with regards to (loss of) stone walls, cart paths, old quarries, or other historic elements of the landscape. During the review process, the group frequently walks the land to identify and document culturally significant resources. The Commission works in conjunction with the Historic District Commission, with jurisdiction being everything outside of the 3 Historic Districts in town.

During 2001, the commission has been active in review and comment of new cellular telephone towers in town, one of which is in proximity to the Isaac Davis trail. Here, the pole was limited to a 'stealth monopole' to minimize the visual impact. The commission is working to preserve the Towne School Building with the reuse committee, and coordinating with groups showing interest for the space. The commission has worked to document and draft National Register of Historic Places nomination papers for two structures, the Hosmer House on Main Street and the John Robbins House on Great Road. The Commission successfully listed Exchange Hall in South Acton on Historic Massachusetts' "10 most endangered" list, and articles in the **Boston Globe**, **The Beacon**, and Historic Massachusetts' **Preservation People** followed. The Commission also periodically attends Planning Board meetings, and has commented on proposed zoning changes, Route 27 corridor traffic study, and the Town's Master Plan Update.

The Historical Commission seeks to protect and preserve the character of this 266 year-old town during a period of unprecedented growth.

Members:
Victoria Beyer
Anita Dodson
William Klauer
Mark O'Neil
Peter Grover, Chair

COMMUNITY DEVELOPMENT

CABLE ADVISORY COMMITTEE

In 2001 the Cable Television Advisory Committee met with the government representative several times in an effort to bring closure to the I-Net, and bring High-Speed Internet Access and digital television to the Town of Acton. We also continued our work as a consumer advocate, processing several consumer complaints and obtained assistance for consumers in reaching resolution of installation and service problems with AT&T Broadband when possible under the terms of the license.

Meeting separately and in concert with the Joint Technology Advisory Committee, we discussed the I-Net and the effect of one pair over three pairs of fibers. We recommended that monies available from ATT&T for the new studio be spent carefully, and worked with the ATT&T studio manager to recommend new equipment for the TV Studio in the ABHS. We recommended the use of the equipment in the studio by residents of Boxborough. We worked with the Town Counsel to draft a letter to the AT&T Broadband Government representative when ATT Broadband failed to deliver the I-Net as agreed to in the license agreement. We handled numerous performance complaints from the citizens of Acton and addressed these with the AT&T Broadband representative, and agreed to meet with citizens to hear complaints in person.

We met with the Board of Selectmen in an Oversight hearing, and will continue to do so in 2002.

In an article published in the Boston Globe (February 11, 2002) AT&T/Comcast stated that cable modem service and Broadband (Digital TV) will be offered in Acton by December 2002. We have wait and see attitude.

The Committee meets on the second Thursday of each month, and would welcome one or two additional members to assist us with our work this year and in the future. If you are interested, please contact the Volunteer Coordinating Committee.

Stuart Gilmore, Chairman
Rob Burnham
Maynard (Brandy) Brandon
John Covert
Donald Lane

FENCE VIEWER

The duties of the fence viewer are contained in Massachusetts General Laws, Chapter 49, Section 1-20, inclusive. This law pertains to the need for partition fences on property lines of adjoining improved parcels of land used for agricultural purposes (primarily the keeping of livestock). The appointed fence viewer for the Town reports no activity in such partition fences for the year 2001.

Although the Fence Viewer is now an archaic position, several general questions concerning fences are answered each year. Residents should keep the following facts in mind when planning to erect a fence.

1. Section 5.3.1 of the Town's Zoning Bylaw limits the height of walls and fences in yard setback areas to no more than eight feet.
2. Massachusetts General Law, Chapter 49, Section 21, determines when certain fences may be deemed a private nuisance and should be consulted when there is a question concerning a spite fence.
3. Section E39 of the Town Bylaws provides that when erecting a fence fronting on a public way the fence should not encroach within the public right of way without a written license from the Board of Selectmen. Assistance in determining the location of this right-of-way line is generally available from the Acton Engineering Department.
4. The installation of a fence does not normally require a building permit; however, erecting a fence in a Local Historic District (Acton Centre, South and West Villages) will usually require a Certificate of Appropriateness from the Acton Historic District Commission.

I can be reached during the day at 264-9628.

David F. Abbt, P.L.S.
Fence Viewer

**HANSCOM FIELD ADVISORY
COMMISSION (HFAC)**_____

The HFAC was created by an Act of the State Legislature in 1980, and consists of members of the abutting towns, other affected towns (Acton is in this category), Massport, associated Federal agencies, business interests at the airport, and various other organizations and citizen groups with an interest. The minutes and membership list are on file at the Acton Library.

The following statistics reflect flight activity and noise complaint comparisons between 2000 and 2001. All noise monitors were in operation for the full year, though it should be pointed out that they also register natural noise such as birds and crickets which may land on the monitor. No unusual noise events were detected during the year. The monthly and annual Noise Reports are on file in the Acton Library.

	Flight Operations	Night Operations	Avg. Noise Level
2000	212,371	1918	114.0 dB EXP
2001	180,000(est)	1600 (est)	113 dB EXP (est)

FAA policies after the September 11 tragedy restricted flights using visual flight rules (VFR), significantly reducing the amount of small aircraft activities for the last few months of 2001.

Starting in 2000 and continuing into 2001, the abutting towns chose to use an elected Selectman to be the HFAC representative, presumably in an effort to exert tighter control on the Commission's influence on Massport. The result has been an increased level of community visibility and a heightened level of critical attention to Massport's Hanscom policy and procedures.

Representatives of several airlines presented HFAC with information at the May meeting on their desired new services at Hanscom. Their proposals were not well received by the audience, which disrupted the meeting. None of the services were initiated in 2001, although Shuttle America did reorganize and became a US Airways commuter carrier.

Masport's efforts continue on developing the Massport Environmental Status and Planning Report (ESPR) and on the Vegetation Management Plan (VMP). HFAC vigorously represented the local communities in reviewing and coordination of these two documents. The Sept 11 event resulted in a delay to the VMP coordination that will mean any tree cutting planned for the Jan/Feb 2002 period will be postponed.

The FAA was successful in funding a new control tower for 2000-2001 construction. The current control tower is 1940's vintage. The new tower is all but complete and should go into operation during the year 2002.

The 2000 Annual Report for Hanscom Field was published in March 01, and Massport should publish the 2001 report in February 2002. Both should be available in the Acton Library.

Richard B. Rippere

ECONOMIC DEVELOPMENT COMMITTEE

The Board of Selectmen established the Economic Development Committee (EDC) to advise the Selectmen on matters pertaining to Acton improving its economic well being. The EDC is comprised of up to 11 Acton residents or business owners representing various groups interested in enhancing Acton's Economic Development in accordance with the 1998 Master plan update. The board is made up of two from the BOS, two from the Planning Board, one from the Finance Committee, two from the Chamber of Commerce and four at large. The stated objectives are:

Promote current and new commercial development within the context of the Master Plan.

Increase the commercial tax base to reduce the tax burden on residential taxpayers.

Support commercial and Industrial growth that will fit in Acton and contribute to the community's quality of life and Fiscal Stability.

Support the concept of village and business districts by encouraging businesses of appropriate scale that will contribute to a mix of activities.

At April Town Meeting of 2000, residents passed an article to petition the Legislature to allow the Town to form an Economic Development and Industrial Corporation (EDIC). In 2001, Senator Pam Resor and Representative Corey Atkins shepherded this through the Massachusetts House and Senate. On November 17, 2001 the Governor signed Chapter 135 of the Acts of 2001, which allows Acton to take the next steps to establish the Acton Economic Development and Industrial Corporation.

The EDIC will be a quasi-public entity with a seven member board appointed by the Selectmen. The members must have expertise in varied areas; municipal government, finance, real estate, commercial development as well as come from the community at large. They are charged to encourage economic development in accordance with a Town approved business plan. The EDIC could then develop available parcels in accordance with the town's wishes, rather than leaving them to market forces.

The EDC will, in the coming year, pursue the development of that Economic Development Business Plan. It must be presented and approved by Town Meeting before the EDIC can be formed. We hope to do that at Annual Town Meeting in 2003.

The EDC realizes that the EDIC process is not well understood by the general public. The EDC sees the year 2002 as one of not only developing the plan but also educating the public on the benefits of creating the EDIC permitted by the passage of the legislation. For example, if the large, Technology District zoned, WR Grace parcel became available at the end of remediation, an EDIC would be in place and ready to develop it as the Town residents desire. As another example, if the EDIC had been in place when the auto auction site was available, it could have held the property until the proposed office complex was through the town and state permitting process. The auto auction was eventually reopened, but at a significantly reduced tax contribution from that yielded from the proposed office park.

The EDC has been diligently working on an informational brochure to attract businesses to Acton. It highlights the Town's strengths and desirability. We expect to produce the brochure and have it available in both the Town offices and through local commercial real estate brokers.

2002 promises to be a busy year for the EDC. Extensive public outreach to explain the EDIC process and to gather citizen input will be our main objective as we create the EDIC Business Plan. Funding to create the Business Plan must be found. The brochure marketing Acton will be printed and distributed. The EDC also works with the Planning Board on any proposed non-residential zoning changes. This year that will probably include the "Technology District Mixed Use Development" which has been under discussion since 2000.

The EDC generally meets on the third Thursday of the month at Town Hall. Meetings are posted and are open to the public.

The committee would like to thank Lauren Rosenzweig for her enthusiasm and hard work on behalf of this committee and the citizens of Acton. Events of 9/11 forced her to step down as chair, but her example will long be remembered and her efforts will be sorely missed.

Respectfully submitted,

Rheta A. Roeber, Chairman and Fincom Rep
Wayne Friedrichs, Vice Chairman
Ken Sgia-Hughes, Planning Board
Jonathon Avery, Chamber Rep
William A. Lawrence, Chamber Rep
Walter Foster, BOS Rep
William C. Mullin, member
Ann Chang, Sewer Rep
Pamela Harding-Barrat, BOS Rep
Philip Janus, member
Josh Chernin, Associate, Planning Bd
Herman Kabakoff, member
Trey Shupert, Past BOS Rep
Lauren Rosenzweig, Past chair
Roland Bartl, Town Planner (staff)

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council (MAPC) is the regional planning agency representing 101 cities and towns in the metropolitan Boston area. Created by an act of the Legislature in 1963, it serves as a forum for state and local officials to address issues of regional importance. As one of 14 members of the Boston Metropolitan Planning Organization (MPO), MAPC has oversight responsibility for the region's federally funded transportation program. Council membership consists of community representatives, gubernatorial appointees, and city and state agencies who collaborate in the development of comprehensive plans and recommendations in areas of population and employment, transportation, economic development, housing, regional growth, and the environment. The 25-member elected Executive Committee meets 11 times a year. The full Council meets three times a year. Meetings are held at various localities throughout the region.

MAPC works with its 101 cities and towns through eight subregional organizations. Each subregion has members appointed by the chief elected officials and planning boards of the member communities and is coordinated by an MAPC staff planner. The subregions meet on a regular basis to discuss and work on issues of interlocal concern. Acton, Bedford, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, and Stow are member communities of the Minuteman Advisory Group on Interlocal Coordination (MAGIC) subregion. Most community representatives are elected officials.

This year, MAGIC:

- Participated in Phase I of the "MAGIC Carpet" Study of alternative transportation options;
- Prepared feature slide presentations for the I-495 Regional Conference, which this year focused on the "Northern Tier" communities and their issues;
- Hosted two high-spirited and well-attended Legislative Breakfasts;
- Initiated meetings with regional leaders along the Fitchburg Line to collaborate in supporting reverse commute and other service improvements;
- Prepared a development database cataloguing projects in the pipeline;
- Participated in the development of various regional transportation plans;

- Reviewed new development proposals under its "Developments of Regional Impact" (DRI) process, submitting comments to MEPA with regard to a Littleton Office Building (Foster St.); Cisco; Hanscom; Bedford Woods; and Baker Ave., Concord; and
- Offered special presentations on topics of subregional interest, such as Phase II stormwater regulations and economic development.

MAGIC has a direct voice in transportation planning and project selection via its Bedford representative, Selectman Gordon Feltman, who serves on the Metropolitan Planning Organization (MPO). Lexington representative Richard Canale also speaks for MAGIC on transportation issues as the subregion's representative to the Joint Regional Transportation Committee (JRTC).

MAPC has been involved in a variety of activities that affect communities within the region. MAPC revised the current Traffic Analysis Zones (TAZs) structure, used in the regional transportation model, to improve future analysis of the effects of alternative zoning, open space, and development policies on the transportation system.

One of the planning tools MAPC is using in the Transportation and Community and System Preservation Program (TCSP) project is the US EPA's Smart Growth Index model. MAPC applied the model in Hudson to analyze several "Smart Growth" concepts, including growth compactness, housing and employment densities, proximity to a proposed transit route and pedestrian accessibility.

2000 Census

Throughout this year, the federal government released Census 2000 data. MAPC staff has been busy analyzing the data to identify growth trends and disseminating information to legislators, municipalities, public and private agencies, and the general public. To this end, MAPC drafted two important documents. "Decade of Change" highlights key regional growth trends that occurred during the 1990s. "Community Profiles," a partnering document to "Decade of Change," is a compilation of demographic, socioeconomic and land use data for the 101 cities and towns in the MAPC region. The profiles present a portrait of each community through the presentation of key growth indicators, which are documented over time to pinpoint specific trends.

Buildout Analysis Projects

MAPC completed the two-year process of producing buildout analyses for communities throughout the region. MAPC and Executive Office of Environmental Affairs (EOEA) staff introduced information about the Community Preservation Act and buildout analyses results during presentations to

mayors, city councils, boards of selectmen, and interested citizens. EOEA funded the effort and contracted with MAPC to complete buildout analyses for every city and town in the region. The purpose of the study was to create an approximate "vision" of the potential future growth permitted by a community's bylaws and encourage discussion of growth management options. Buildout analysis results have been the basis for zoning changes in a number of communities and have provided critical information for water resource planning at the local and regional level. These analyses will form the basis for planning work under Executive Order 418 and other comprehensive planning efforts.

Two MAGIC communities were part of a follow-up study done by MAPC and Sudbury Valley Trustees to explore tools to manage growth and create alternative futures. This "Greenprint for Growth" study analyzed the impacts of potential acquisition of conservation land in Stow and town center development in Boxborough.

Community Development Plan Program

The Community Development Plan Program stems from the passage of Executive Order 418, an initiative issued by former Governor Paul Cellucci in January 2000. By making all cities and towns eligible for \$30,000 in planning services to assist in the preparation of a Community Development Plan, the initiative is designed to provide guidance as communities consider options for future development. The plans should focus on developing affordable housing while balancing the need for economic development, transportation and infrastructure improvements, and cultural resource and open space preservation. The program is managed at the state level by an Inter-Agency Working Group (IAWG) consisting of the Department of Housing and Community Development, the Executive Office of Environmental Affairs, the Executive Office of Transportation and Construction, and the Department of Economic Development. Within its planning area, MAPC is administering the program and working with communities to develop a Scope of Services. Communities may also choose MAPC to perform many of the planning services necessary to complete a Community Development Plan.

I-495 Initiative

The MAGIC communities are part of the I-495 Initiative, a partnership of local officials, business leaders, and others affected by growth along the I-495 Corridor. The Initiative is a joint project of MAPC and the Massachusetts Technology Collaborative with funding from the Massachusetts Office of Business Development. During 2001, the I-495 Initiative sponsored its 4th Annual Conference of Growth and Shared Solutions, which this year featured the MAGIC towns; organized a Water and Sewer Conference; offered training programs through the new I-495 Institute for Local Officials; and worked actively on transportation initiatives, including reverse commute and formation of a Regional Transportation Authority.

PLANNING DEPARTMENT

The Planning Department has Roland Bartl as Town Planner; Kristin Alexander as Assistant Planner; and Karen Switzer-Neff as Secretary. The Department supports all Planning Board functions and from time to time assists other boards and committees. In 2001, the Planning Department worked with the Economic Development Committee and the East Acton Village Planning Committee. All duties are carried out under the direction of the Town Manager.

Members of the Planning Board are Selectmen appointees. The Board has seven regular members and two associates. In June, Chairman Christopher Tolley resigned after six years of service. He will be missed. Patrick Halm succeeded him as Chairman, Ken Sghia-Hughes became Vice-Chairman, and Lauren Rosenzweig became Clerk. The Planning Board generally meets at 7:30 PM on the second and fourth Monday of each month. Starting in 2002, meetings will be held at the Memorial Library. They are open to the public.

The Planning Board reviews and decides on proposed subdivisions of land under the parameters of the Subdivision Control Law (MGL Ch. 41, S. 81K-81GG) and serves as a special permit granting authority under the Zoning Act (MGL Ch. 40A) and the Acton Zoning Bylaw. The Planning Board strives to protect the health, safety, and welfare of Acton's residents, and to preserve the integrity of Acton's character. The Board issued five special permits (a commercial sign, an Open Space/Minor Affordable Housing Development, the reconstruction of a multifamily dwelling, a wireless communications tower, and a golf course addition). Two special permit applications were denied. The Planning Board approved two preliminary and three definitive subdivisions, and denied one preliminary plan application. In addition, 12 ANR Plans (Approval Not Required under the Subdivision Control Law) were signed. Overall, the Board approved 15 new residential lots, less than half the number created in 2000. The table below shows a six-year history of approved new residential lots.

Year	Residential Lots Approved
1996	66
1997	35
1998	68
1999	76
2000	33
2001	15

Day to day operations include managing the regulatory process for development proposals before the Planning Board. This involves meeting with neighbors and developers, coordinating project reviews, scheduling public hearings, drafting decisions, and managing performance guarantees for the completion of approved projects. Secretary Karen Switzer-Neff oversees the bicycle lockers at the South Acton train station. She reported year round full occupancy of all lockers.

East Acton Village Planning Committee

In 2000, the East Acton Village Planning Committee was appointed to generate a plan for the East Acton Village area. Committee members are residents and business owners from East Acton and other parts of Town. As of January 2002, the Committee had conducted two surveys and public workshops, initiated a landscaping project, begun the process of studying traffic conditions, and developed draft goals and objectives. The Committee anticipates their work will be completed in 2003 or 2004. Assistant Planner, Kristin Alexander, provides staff support to the Committee.

Route 27 Corridor Study

With funding approved at a previous Town Meeting, the Town hired a traffic-engineering consultant to conduct a study of Main Street between Route 2 and Brook Street. Two public meetings were held to gather input from Town residents. A final report was distributed. It contains recommendations for phased improvements to increase safety and ease traffic flow while being sensitive to the historic properties along the corridor.

Zoning

The Acton Zoning Bylaw is the regulatory blueprint that affects the future use and development of land in Acton. It is the intent of the Planning Board that the Zoning Bylaw and any changes to it are generally consistent with the Master Plan.

At a Special Town Meeting held in January, the Planning Board proposed revisions to the zoning bylaw sections pertaining to golf courses in residential districts and wireless communications facilities. In addition, routine housekeeping articles were presented. All of the proposed articles received a favorable vote by the Town residents.

With encouragement from the board of Selectmen and many Town residents, the Planning Board finally brought to the Annual Town Meeting previously proposed zoning changes for Kelly's Corner. The proposals were designed to encourage the redevelopment towards a much more pedestrian-friendly small-town business center. However, after outspoken neighborhood opposition, Town Meeting rejected the proposed changes.

The Planning Board reviewed and conducted a public hearing on a proposed rezoning by petition of property located in West Acton. The landowner proposed that four parcels of land be rezoned from residential to West Acton Village. The proposed rezoning was approved at a Special Town Meeting in April.

At a Fall Special Town Meeting, the Planning Board introduced an article to rezone property on Great Road from residential to Limited Business. The proposed rezoning received a favorable vote from Town Meeting. It allowed for the relocation of a preexisting nonconforming dog kennel on the subject land.

Assabet River Rail Trail

The Assabet River Rail Trail is a 12.5 mile bicycle and pedestrian trail under development from Marlborough Center through Hudson, Stow, and Maynard to the South Acton train station. In January, the communities formed a Steering Committee, with Roland Bartl as Acton's representative. In June, the Committee issued its 6-year Implementation Plan for the completion of the trail. In May, the first 3/4-mile segment in Marlborough was opened to the public. Design, construction, and acquisition are proceeding in other portions. In September, the MBTA agreed to convey its trail segment in Acton to the Town at no cost. ARRT, Inc. (at www.arrtinc.org) is a regional non-profit group that supports and advocates for the trail.

Respectfully submitted,

Roland Bartl, AICP
Town Planner



NARA Park will contain a living memorial to the events of 9/11/01.

RECREATION DEPARTMENT

The year 2001 was a very productive one for the Acton Recreation Department and the Acton Recreation Commission. Improvements were made in both facilities and recreation programming. In addition, the residents of Acton had the opportunity to attend special events and concerts at NARA Park.

The spring of 2001 saw the completion of the 2A/27 double little league complex renovation, as well as the dedication of this field for all the Veterans that served our country. Elm Street also received a face-lift this year with the installation of a new backstop, bench area fencing, and new player benches. 2002 will continue with improvements at Elm Street as we replace the infield and improve drainage in that area. Two new pieces of playground equipment were installed at Gardner playground and currently we are assessing other playgrounds so that we can make safety improvements to those areas. Concord Road soccer field received new turf, in the form of sod, this past spring. The Town, in conjunction with the Acton-Boxborough Youth leagues, has improved field maintenance and is striving to develop a comprehensive turf management program. NARA Park also received improvements this year with the addition of shade trees behind the beach and hydroseeding near the playground as the first step in a multi-year landscaping program. In addition, handicap access at NARA is improving with the installation of a sidewalk behind the beach and in 2002 a handicap accessible path into the swimming area. Another handicap access improvement for 2002 will be the availability of a water wheelchair for any beach user that may need it.

Programs saw a rise in participants this with over 700 people partaking in various classes ranging from toddler groups to senior coffee walks to yoga programs. The NARA Youth Summer Program saw an increase on average of 35 more children per week. The beach program maintained it's numbers from last year, over 650 memberships were sold to Acton residents while 40 non-residents took out memberships. Everyone enjoyed using the new boats, kayaks and pedal boats, at NARA beach. The summer of 2002 will see an increase in boating opportunities with the addition of three new kayaks, three new pedal boats and three canoes. New programs for 2002 will include teen trips, teen beach volleyball limited swim lessons, increased toddler and senior programs, and the addition of a family dance party at the beach in late August. The NARA Youth Summer Program will enter its third season and will now include a 1/2 day 4 and 5-year-olds program, as well as, incorporate an intergenerational gardening program into the many activities that it offers for kids. In addition residents can enjoy free Thursday evening concerts at NARA and the annual July 4th celebration. Mark your calendars now for the 2nd annual Acton Day celebration, which will take place on September 14, 2002.

The Recreation Commission will once again present the Winterfest 2002 celebration, scheduled this year for February 9th at NARA Park. Field improvements will continue and the beach will offer expanded hours until 7:00 p.m. daily. Join us on June 28th as we host the 2nd annual NARA Park Camp Out.

Many thanks to the members of the Acton Recreation Commission for their continued hard work and dedication to improving recreation opportunities in Acton. Thank you also to the countless volunteers who have made our special events possible and without whom we would not be able to hold these events. Additionally thank you to all of the youth sport leagues in Town; their dedication to providing quality playfields for the youth of Acton should be commended. A special thank you to the Highway Department for their commitment and expertise on the many projects at NARA Park. The Acton Recreation Department looks forward to a busy, successful and fun filled 2002.

Acton Recreation Commission
Dr. Greg Catalano - Chairman
Dr. Michael McQueen - Vice Chairman
Eddie Flannery
Laura Sikalis
Bob Cadogan
Allen Warner
Thomas Tidman - Natural Resources
Director
Nancy McShea - Recreation Director
Sheryl Ball - Recreation Secretary

TAXATION AID COMMITTEE

The Senior and Disabled Tax Aid Committee (STAC) met several times throughout the year to finalize a policy and procedure for granting requests from the voluntary fund established over a year ago which is designed to assist seniors and the disabled in need of property tax relief. This past year, the Senior and Disabled Voluntary Tax fund garnered about \$10,000 in donations from generous citizens of the town. The Committee is pleased to report that it dispersed almost \$10,000 to various citizens who applied for assistance during the year. In addition, through the generosity of our citizens, the balance of funds had been replenished to over \$7,000 by year-end which will be available for disbursement again in the coming year.

In addition, other forms of tax relief are available for seniors and veterans. For example, the work program continues to attract a full complement of volunteers who donate time in jobs for the Police Department, various departments in Town Hall, and the Memorial Library in return for up to \$500 towards property tax relief. This year new state legislation in the form of the "Circuit Breaker" bill goes into effect that affords qualifying seniors additional tax credits. Finally, the Assessors continue their outreach to seniors and others in frequent informational meetings making citizens aware of the various tax relief programs available and the process by which such relief is made available.

Don Rhude
Peter Ashton
Nancy Gerhardt
Carol Mahoney
John Murray

TRANSPORTATION ADVISORY COMMITTEE

The Transportation Advisory Committee was re-established in 1998 to assist in the coordination of local transportation planning efforts, and to make recommendations to the Board of Selectmen and Planning Board regarding transportation issues affecting the community and surrounding region. Our activities in the Year 2001 involved a wide range of transportation issues reflecting changes in the community and opportunities to improve transportation services. This included the following:

- Review of the Indian Village Traffic Study report and preparation of comments and recommendations to the Planning Department
- Review of alternative concept plans for proposed reconstruction of the Route 2/Concord Rotary and participation on the Route 2 Corridor Advisory Committee (CAC)
- Provide input to the Board of Selectmen and Planning Board on proposed Kelley's Corner zoning articles submitted to the Town Meeting in April, 2001
- Monitor Route 27 Corridor Study and assisted in revision of the Study Report
- Provide input to the East Acton Village Planning Committee in the development of a request for proposals to conduct a traffic study for East Acton Village
- Review of Notice of Project Change for the Cisco office development in Boxborough and supported negotiations to obtain reasonable mitigation for Acton
- Submitted recommended projects to improve Acton public transportation services for inclusion in MBTA's Program for Mass Transportation
- Reviewed Quail Ridge Country Club Draft Environmental Impact Report and submitted comments to the Massachusetts Environmental Policy Act (MEPA) office

In addition there are several ongoing activities, including:

- Reviewing new site plans for transportation impacts
- Liaison to various town and regional committees
- Monitoring of rail trail planning and development activities (Assabet River Rail Trail and Bruce Freeman Rail Trail)

The TAC is looking forward to a busy year in 2002. We expect our activities will involve further consideration of design options for reconstruction of the Route 2 Rotary, discussion of transportation impacts of potential rezoning in East Acton Village, and participation in ongoing discussions about future development and its implications for the character of Acton. We continue to believe that our town's transportation system should reflect its rural character, while accommodating future local and regional growth. The TAC meets the second Tuesday of the month and interested citizens are invited to attend our meetings.

Edward Gardiner
Ko Ishikura
Samuel Lawton
Renee Robins
Mary Utt
Arthur Wu

THE LOWELL REGIONAL TRANSIT AUTHORITY

The Lowell Regional Transit Authority (LRTA) is one of fifteen regional transit authorities established by the Commonwealth of Massachusetts in 1974 dedicated to the mission of increasing the use of mass transit on a regional basis. Headquartered at the Charles A. Gallagher Intermodal Transportation Center in Lowell, the LRTA provided nearly 1.7 million passenger trips on their fixed route bus service in nine cities and towns in fiscal year 2001. Additionally, the mobility of elderly and disabled citizens is enhanced through the Council's on Aging and the LRTA Road Runner program providing approximately 104,000 passenger trips in fiscal year 2001. The LRTA serves an area of over 300,000 population with an operating budget of more than \$6 million annually.

Working with the Acton Council on Aging (CoA), the LRTA provides both Road Runner and Council on Aging van service. Town residents aged 60 years and older or those who are disabled may avail themselves of van services that run five days per week. The LRTA provides curb-to-curb transportation service in Acton and surrounding towns on a 24 hour advance registration basis. All vehicles are fully accessible and wheelchair lift-equipped.

Many trip purposes can be accommodated: shopping, medical appointments, visits to the CES Day Care Center, Senior Center activities, social and recreational. The fare schedule is \$.50 one-way within town, and \$.80 one-way to Concord and Maynard. Road Runner service may be arranged by calling 1-800-589-5782 or 978-459-0152 and Acton CoA Van information is available at 264-9651.

The combined ridership in Fiscal Year 2001 was 10,192 passenger trips, an increase of 7.6% over FY 2000. Road Runner provided 4,454 trips, while the CoA Van accomplished 5,738 trips during FY 2001. Since February 1994, the Acton CoA, through the LRTA, has had the use of a 16 passenger, air condition, lift-equipped 1994 Ford EMC van. In October 1999, the LRTA provided an 11 passenger 1997 Dodge Maxivan as a replacement for the aging 1994 vehicle. The new Dodge Maxivan does not require a commercial drivers license and is therefore, more easily staffed. The LRTA Road Runner operates an 11 passenger 1995 Dodge Maxivan within the Town of Acton. New vehicles are acquired through the Commonwealths Mobility Assistance Program, which provides 80% of the cost of the new vehicle, while the Federal Transit Administration provides the remaining 20% matching share.

Respectfully submitted,

Don Herskovitz
LRTA Advisory Board

PUBLIC WORKS AND ENVIRONMENT

BOARD OF APPEALS

The Board heard requests for six Variances, of which three were granted and three denied. There were eight Special Permit requests of which four were granted, three denied and one withdrawn. Of the one request for a Petition for Review the Board upheld the Building Commissioner's decision. There was one request for a Flood Plain Special Permit which was granted.

BUILDING DEPARTMENT

New single family dwelling permits decreased and residential additions and alterations dropped slightly. There were 34 new sign licenses, 46 sign renewals and 4 special even sign licenses for businesses issued in 2001. As part of the Board of Selectmen's policy, 33 banner permits and 22 permits for temporary A-frames for non-profit organizations were issued.

The figures for the year ending December 31, 2001 are as follows:

New Residential	44	\$6,628,500
Residential Addition & Alterations	386	\$8,289,401
*New Commercial Construction	16	\$9,245,695
Commercial Alterations	55	\$36,269,905
Demolition	14	\$125,200
Totals	515	\$60,558,701

* There were five Commercial Residential Buildings with 40 Dwelling Units.

CEMETERY COMMISSION

The cemetery office, which is where the Commissioners meet at 2:00 PM on the second Wednesday of each month, is located in the Kennedy Service Building on the grounds of Woodlawn Cemetery. Office hours are 9:00 AM - 3:30 PM, Monday through Friday. We are here to serve you and welcome your inquiries and/or comments either through a visit to the office or a phone call to 978 264-9644.

The Cemetery Commission is responsible for expenditures from the various cemetery trust funds, and oversees the operation and care of the three Town-owned cemeteries: Woodlawn, est. 1738, Concord Rd., Acton Center; Forest, est. 1750, Carlisle Rd., North Acton; and Mount Hope, est. 1848, Central St., West Acton.

The duties of the personnel of the Department of Natural Resources, Cemeteries, and Recreation include maintaining over 43 developed acres in the cemeteries, routine maintenance and major projects on over 1,500 acres of conservation properties, as well as routine maintenance and major projects on the 64 acres of recreation areas. At the cemeteries, they construct all monument foundations, set flush markers, prepare and plant endowed flower beds, and plant trees and shrubs, and maintain their equipment on a year-round basis. They assist in the selection and purchase of lots, assist funeral directors, help visitors locate gravesites, and answer inquiries about rules and regulations. Prior to Memorial Day, they place a potted geranium and an American flag, both supplied by the Public Ceremonies and Celebrations Committee, at the grave of every known veteran. They also schedule memorial/funeral services and weddings/rehearsals at the Woodlawn Memorial Chapel, maintain the lot and interment records, and do their own billing and receiving.

WOODLAWN MEMORIAL CHAPEL

The Chapel was used for four funeral or memorial services and fourteen wedding ceremonies and their related rehearsals. This beautiful Chapel was donated to the residents of Acton. Please accept our invitation to view the interior, by calling 978 264-9644 to arrange a time.

THE CEMETERIES

Under the direction of Dean Charter, Director of Municipal Properties, the site for the new storage building was cleared, an architect was selected, plans accepted and put out to bid. Unfortunately, all bids greatly exceeded the available funds. We are now researching alternatives for construction of this much needed storage facility.

With the consent of the Commissioners, a U. S. Geological Survey well was placed in the wooded area at the rear of both Woodlawn and Mount Hope Cemeteries.

After cleaning up debris shed by the trees during winter and spring storms, and sand from the roadways, the crew proceeded with Memorial Day preparations. Fertilizer and lime were applied and areas were over-seeded as needed at both Woodlawn and Mount Hope cemeteries. We continued the ongoing programs of pruning deadwood from the trees and of aggressively treating all areas where grubs have been causing turf damage. All shrubs at both Woodlawn and Mount Hope cemeteries were trimmed in August. This year we were able to pressure wash monuments at Woodlawn Cemetery.

The Recreation Department supplied the materials for the construction of two skating rinks at the Woodlawn Cemetery field on Concord Road, and one rink at the Elm St. field. These rinks are very popular.

In calendar year 2001, the sum of \$83,269.60 was paid to the Town Treasurer to be deposited as follows:

General Fund	\$35,869.60
Cemetery Land Fund	8,590.00
Perpetual Care Fund	38,785.00

In conclusion, we would like to thank the members of the team that works so hard to keep your cemeteries in the best possible condition: Tom Tidman, Director of Natural Resources, Cemeteries and Recreation; David Lee, Crew Chief, and Nancy Howell, Secretary; Maintenance Men Shawn O'Malley, Michael Jackson, Cleverson Rocha, who left the department in March, and his replacement, Steve Capone, and Harold "Rusty" Martin, who left the department in September, and his replacement, Manuel "Manny" Bonitatibus, and seasonal workers Eli Forsythe, Carl Chastain, Tristan Foley and Matthew Morgan. Their tireless efforts are reflected in the appearance of the cemeteries, recreation areas and conservation areas. We also wish to acknowledge the assistance we received from the Department of Municipal Properties, the Highway Department, and the Water District.

Donald J. MacLennan, Chairman
Stanley T. Wray Jr., Secretary
Brewster Conant, Member

ENGINEERING DEPARTMENT

The Engineering Department provides the various Town boards, committees and departments with civil engineering and land surveying expertise. The Department also designs public works type projects and obtains the necessary permits and approvals for them, as well as providing supervision of the construction process. Development proposals submitted to the

Planning Board are evaluated for compliance with their rules and regulations and good engineering practice. Subdivision road construction is inspected for compliance with these plans. We also update the Town Atlas Maps and associated files for the Assessors.

The Engineering Department staff currently consists of David F. Abbt, P.L.S., Engineering Administrator (37 years), Corey S. York, Engineering Assistant (7 years), and Karen Switzer-Neff, part-time Secretary (6 years), Eric K. Durling, P.E. is retained on an "as-needed" basis to provide professional engineering review of minor departmental projects.

The survey and design of new sidewalks on Town roads is a continuing project for the Department. Despite the temporary reduction in staffing as a result of the resignation of Dennis Ring (our chief sidewalk designer), we did complete the plan of the new sidewalk on Concord Road from the cemetery chapel drive to the Town Common. The section of this sidewalk from the chapel drive to Nagog Hill Road was constructed this fall. The remaining section is scheduled for construction next year. We also laid out and supervised the construction of the sidewalk on Newtown Road from the Main Street to Minuteman Road. During the year we typically receive several calls from residents requesting sidewalks on busy streets in their neighborhoods. On the older streets in Town sidewalks are not easy to build. Stonewalls, steep shoulder grades, public shade trees, narrow culverts, wetlands and the lack of sufficient street right-of-way width are common obstacles to building sidewalks on colonial era roads. It also becomes more difficult when other residents object to the sidewalk, particularly if their cooperation is needed for additional right-of-way or easements. In spite of all the difficulties, the Town does succeed in constructing some new sidewalks each year, largely due to the general support of the majority of the abutters. It is our policy to work with individual abutters to resolve any design or landscaping issues to their reasonable satisfaction. One way for residents to facilitate the construction of sidewalks in their neighborhood is to find agreement on where (often which side of the street) a sidewalk should be located. This agreement should include all the residents who live along a sidewalk route, particularly those that will directly abut the new sidewalk. In this way, solutions to the common obstacles described above can usually be found and as funds become available the sidewalk can be scheduled for survey, design and construction. The Engineering Department has a standard petition form and information sheet that is available to interested citizens. We have also prepared a five-year sidewalk capital plan and map of existing and proposed sidewalks in Town that is also available to interested citizens.

Each year the Engineering Department also does the survey, design, and construction stakeout for several projects constructed by the Highway Department. This year we continued our efforts to install a new pre-cast concrete box culvert on School Street near Lawsbrook Road. The installation of this culvert has been delayed pending resolution of an appeal

by the downstream abutter to a Wetland Superceding Order of Conditions issued by the Massachusetts Department of Environmental Protection. We anticipate a decision this winter and that the work can be rescheduled for next year. We also prepared a plan for the extension of the storm drainage system to 45 Central Street to solve a persistent flooding problem. In addition we engineered an improvement to the existing drainage system at 37 Main Street by adding three new catchbasins. We have completed the survey work and started the plan to replace a culvert on Pope Road at the Camp Acton conservation land. We also worked on a solution to the drainage problem at 416 Main Street that will most likely involve grinding and re-profiling the road to provide a consistent downgrade.

Miscellaneous projects were undertaken for several other departments during the year. We did a topographical survey and plan of the Town owned land at the intersection of Concord Road and Great Road for the Planning Department. We wrote a Request for Proposals for a feasibility study for a rail trail along the old railroad right-of-way from East Acton to North Acton for the Natural Resources Department. We also surveyed and prepared a plan of the portion of the Town Common surrounding the monument for the Natural Resources Department. We prepared a topographical plan for the design and future construction of a storage building at Woodlawn Cemetery. After extensive investigation we located a potential site for a future skateboard park for the Recreation Department.

Traffic problems and complaints seem to increase each year and now occupy a significant portion of our time. This year with the help of the Town's traffic consultant, Vanasse Hangen Brustlin, Inc. (VHB) we completed the Indian Village Neighborhood Traffic Study and distributed about a dozen copies to interested residents. A copy of this study is available at the Memorial Library. The traffic signal at the Main Street/School Street intersection was repaired following sewer construction work. It was also revised and reprogrammed, with the help of VHB, to operate more efficiently. We also assisted the Planning Department in reviewing the Route 27 Corridor Study, which has now been completed. Several sign requests in various parts of Town were reviewed for compliance with the Manual on Uniform Traffic Control Devices and dealt with appropriately. We have also done several automatic traffic counts using our four counters/classifiers. These electronic machines can record vehicle volumes by direction, measure speed, and can sort vehicles into 14 separate categories by type. Generally, there are several things to keep in mind when considering solutions to traffic problems. The first is that the General Laws of Massachusetts, Chapter 90, Sections 17 and 18 determine the manner in which speed limits are set on State and Municipal roadways (see <http://www.motorists.com/ma/ma2.html>). Section 17 specifies the "prima facie" speed limits; Section 18 authorizes the posting of numerical speed limits. The posting of numerical speed limits requires the approval of the Registry of Motor Vehicles and the Massachusetts Highway Department, as well as the local Board of Selectmen. The Massachusetts

Highway Department has issued a booklet outlining the procedure required to obtain approval of a numerical speed limit. A copy of this booklet is available for public inspection in the Engineering Department. In general all traffic regulatory signs must be installed in accordance with the "Manual on Uniform Traffic Control Devices" issued by the Federal Highway Administration (<http://muted.fhwa.dot.gov>). This is done to insure that traffic signs look the same and work the same throughout the country. The Town also has a set of Traffic Rules and Orders, which must be formally amended when such things as no parking zones or stop signs, etc. are erected on Town Ways.

New subdivisions are reviewed and inspected by the Engineering Department from initial submission of plans to final completion of the roads. When a plan is submitted, an engineering review of all aspects of a proposed subdivision is made, based on current Planning Board Rules and Regulations. Jackson Drive Extension, Hillside Condominium, Briar Hill Road, Dunham Lane, Westside Drive, Stacy's Way, Palmer Lane, Keizer Path and Conquest Way were some of the major projects reviewed and/or inspected in this manner. The Engineering Department also did a substantial amount of work for the Planning Board, including bond estimates for completion of subdivision roads and reviews of common drive special permits.

We continue to manage the 121 non-resident parking meters at the South Acton Commuter Parking Lot. The meters are programmed to accept disposable debit cards eliminating the need to carry a lot of change. The minimum charge for 12-hours of parking continues to be \$1.00 using nickels, dimes and quarters. The meters do not accept foreign coins, including Canadian coins and New Hampshire turnpike tokens.

The Engineering Department handles the daily routine of administering the "Permit to Construct Within a Public Way" program ("street cut permits" related to the installation of new utilities and driveways); responding to requests concerning drainage problems; coordinating the process for plowing private ways; maintaining the Town's four traffic signals; reviewing commercial site plans; preparing street acceptance documents; coordinating the process used to accept donations of easements and low value parcels of land; updating the Town Atlas Maps (in both conventional and CAD formats); monitoring groundwater at the former Forest Road Landfill; providing the general public with information; and assisting the various Town boards and committees as requested. We also have several versions of the Town Street and Parcel Maps available for sale to the public.

I appreciate the cooperation received from the other Town departments and look forward to further productive efforts in the coming year.

David F. Abbt, P.L.S.
Engineering Administrator

HIGHWAY DEPARTMENT

During the first three months of the new year the highway department spent a majority of the time handling snow related duties. After two moderate winters, as far as snowfall amounts, last winter could probably be ranked with the storms of 1996. Finally, after the second week in March the snow storms ended and the long process of spring cleanup began.

ROADS

All town roads and sidewalks were swept in the spring. This turned out to be quite a chore due to the amount of sand that was on the roads and in some areas there were snow banks that had not melted and the sweepers had to return later to do final cleanup. Street signs were repaired or replaced as needed and lawn damage was repaired. Drainage structures were cleaned and repaired as needed. New guardrail was installed in many areas of the town. Line painting of roads was done along with town parking lots. Many roads, normally on the list, could not be striped due to the sewer construction. Numerous roads were milled, leveled and resurfaced during the year.

DRAINAGE

Several culverts were replaced in different areas of town and new drainage was installed on Central Street, Harris Street and Granite Road. A retention wall was constructed on a portion of River Street to control the erosion of the road. A wall was also constructed on Duggan Road to retain a slope.

SIDEWALKS

The major sidewalk improvement this year was the reconstruction of a section on Prospect Street that has been on hold due to construction in the area. Once the construction ended, the road surface was pulverized and leveled, after which a new curbing was installed, a stone wall repaired and the sidewalk and roadway paved.

The continuation of the Concord Road sidewalk from the chapel to Nagog Hill Road should be completed before winter. Crews have also built additional walks and stone bridges near the beach area at N.A.R.A.

SNOW

Crews had a very busy winter plowing snow and sanding. Snow removal in the town squares was a weekly event and on many sidewalks the snow had to be removed with the blower because of limited space for storage. When the crew was not plowing or removing snow they were hauling and mixing sand for the next storm. I think we were all happy to see spring arrive.

Sand barrels were placed in many locations around town and snow fence was installed in several areas. Sand and salt is available at the highway department for Acton residents.

SPECIAL PROJECTS

The highway department, in conjunction with the municipal properties department undertook the project of installing new lighting this year at the commuter parking facility on Central Street. Surveys and planning were completed and Russell Robinson from the highway department took control of all phases of the installation and should be commended for the long hours he dedicated to this project. When complete, the facility will have better lighting for patrons while at the same time will be more aesthetically pleasing.

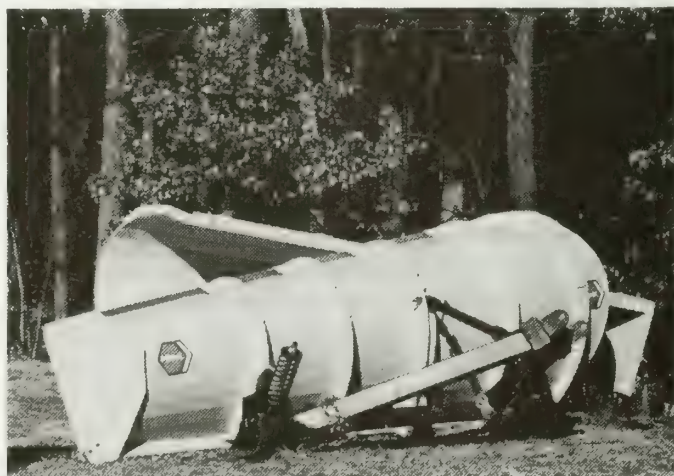
TRANSFER STATION

The town continues to transport approximately 9,500 tons of refuse to North Andover each year. The department continues to recycle leaves and Christmas trees along with many other items at the recycling center. We urge residents to recycle.

In closing, I would like to thank all of the employees of the highway department for the many jobs well done. I also wish to thank all of the other departments for their help and cooperation throughout the year.

Finally, a special thank you to my assistant, Russell Robinson and my secretary, Elaine Lawson for their many hours of dedication and hard work throughout the year. I thank you.

David J. Brown
Highway Superintendent



The Highway Department is ready to go.

MUNICIPAL PROPERTIES

The Municipal Properties Department discharges the following duties:

- 1. Construction, maintenance, utilities, and management of all Town buildings, except those controlled by the School Department.
- 2. Development and maintenance of the Town Common, roadsides, and landscaped areas.
- 3. Management of street trees as provided in MGL Chapter 87, and management of Public Nuisances related to shade trees, as provided in MGL Chapter 132.
- 4. Technical expertise as needed for site plan and subdivision reviews and inspections.
- 5. Assistance to other departments as needed in the areas of land management and construction.

VEGETATION MANAGEMENT

This year one hundred and thirty-five dead or dangerous street trees were removed. One hundred and six street trees were pruned to reduce hazards, and one hundred and three tree stumps that presented traffic hazards were ground out below grade.

A total of eight trees (two Hedge Maples and six Green Ashes) were planted along roadsides and in public areas around town. The Department also planted a number of Rugosa Rose, Buddlia, Spirea, and daylilies around the Town Hall and Memorial Library.

Approximately twenty miles of road shoulder were mowed with the side arm mower, and numerous areas were cut back with chain saws. All intersections and sidewalks were checked and trimmed back as needed to alleviate traffic hazards. Poison ivy growing along the Rights of Way in numerous locations was sprayed with a selective herbicide.

The Department responded to numerous tree damage calls involving motor vehicles striking roadside trees; in several instances trees had to be removed prior to vehicle recovery.

The major cause of street tree death in Acton continues to be Ash Decline. This disease is believed to be caused by a mycoplasma like organism, or M.L.O., which is believed to be transmitted by a leafhopper. The disease is always fatal within one or two years when it infects drought stressed ash trees.

In addition to the high mortality rate of White Ash trees, there are two other areas of concern. The confirmed presence of the Hemlock Wooly Adelgid here in Acton is a concern for

home landscapes and conversation areas. This is an invasive alien insect, introduced into North America from Asia. This sucking insect infests Canadian Hemlock (*Tsuga Canadensis*), and almost always leads to the death of the tree within three to five years, if left untreated. The second major concern is the Asian Longhorned Beetle, which can cause extensive heartwood damage and structural failure of hardwood species. This insect originates in China, and has been accidentally imported in wood dunnage such as freight pallets. As of this point the insect has not been identified in Massachusetts, but the potential for widespread damage exists since we are located close to a port city and have extensive hardwood forests.

In 2001 we experienced a great deal of winter injury to broadleaf evergreens caused by the foliage of the plants breaking dormancy while the roots were still frozen. This caused browning and dieback of plants such as Rhododendron and Mountain Laurel. There was also a great deal of foliage damage on many tree species caused by a hard frost in early May. Both of these situations caused a great deal of aesthetic injury, but generally the plants recovered by the end of the season.

All subdivisions, cluster developments, and commercial site plans were reviewed for compliance with local landscaping standards.

In 2001 Acton was certified for the seventeenth consecutive year as a Tree City USA by the National Arbor Day Foundation, in recognition of our urban forestry efforts.

FACILITIES PROJECTS

There were a number of repairs and upgrades at Town Hall in 2001. The flat roofs were resurfaced. All the original shutters were substantially deteriorated and were replaced. The front porch was rebuilt. We undertook a number of hardware and plumbing upgrades. Modifications were made to the ground floor to accommodate the Recreation Department office.

Turk, Tracey, and Larry Architects was hired to perform an existing conditions report and develop repair specifications for the Isaac Davis Monument, located on the town common opposite from the Town Hall. This monument, which was dedicated in 1851 to three heroes of the April 19, 1775 battle, will need masonry repairs in the next few years.

Several years ago the Town purchased all streetlights from Boston Edison Company (now NSTAR) and they are now operated as a municipal facility. Electricity is purchased from NSTAR, and maintenance is provided under a contract with Littleton Electric Light Department (LELD). This new arrangement has saved over \$25,000 per year, and has provided superior response for repairs. Ten Thousand dollars was added to the streetlight budget in 2001 to provide additional or replacement streetlights. A series of eight "test" lights were

installed by LELD on Hayward Road in April to evaluate various bulb and housing options. Persons who would like to see added streetlights for safety and security purposes should submit a written request to the Town Manager's office for evaluation. In a somewhat related project, this Department worked with the Highway Department and a private consultant to furnish and install new lighting at the Commuter Parking Facility. These traditional looking fixtures were brought into service in December, and will vastly improve the safety and security of the lot. Funding for the installation and operation of the new lights is derived from parking meter receipts at the lot.

A proposal for a new combined Public Safety Facility was brought forward at the 2001 Annual Town Meeting. After a lengthy discussion and considerable debate, the proposal was defeated. A subsequent Special Town Meeting was held in June, and the sum of \$150,000 was appropriated for further study. Butler Bennett Architects, Inc. (BBA) was retained to continue with this study and design, and a great deal of work has gone into evaluating the existing facilities and the proposed sites and visiting comparable facilities. There has been extensive public involvement through the Public Safety Facilities Building Committee and various Task Forces working on specific aspects of the project. It is hoped that a new proposal will be brought forward at a Special Town Meeting in 2002. Due to the uncertainty of the future of our existing facilities, only immediately necessary repairs are being made to the Police Station and the Fire Stations.

All members of the Department received additional training as needed to maintain licenses and certifications. For example, all employees who apply pesticides attended training workshops sponsored by the University of Massachusetts and the Massachusetts Arborists Association. The Director was a featured speaker at a conference about utility line trimming sponsored by NSTAR and was elected president-elect of the New England Chapter, International Society of Arboriculture.

In closing, I would like to thank the various civic organizations, volunteers, and Town departments who have assisted this Department in the past year. As always, a great deal of credit should be given to the hard work and dedication shown by the Municipal Properties staff:

Andrea MacKenzie, Secretary
Malcolm MacGregor, Grounds Crew Leader
Dayle MacGillivray, Building Maintenance
Crew Leader
David Walsh, Groundskeeper
Brian Kissane, Groundskeeper
James Howells, Building Maintenance
David Bouchard, Building Maintenance
Steve Gray, Building Maintenance
Josh Rubbico, Seasonal
Dan Huffaker, Seasonal
Dean A. Charter, Municipal Properties
Director & Tree Warden

NATURAL RESOURCES

The Natural Resources Department, comprised of three divisions, cemeteries, recreation and conservation spent the year 2001 working on a wide variety of town projects. 2001 marked of Acton's required time to rewrite it's Open Space and Recreation plan, a task requiring the input of many town agencies and dedicated volunteers. Every five years each town in the Commonwealth is required to prepare such a report. The Land Stewardship committee, a sub-committee of the Conservation Commission made substantial improvements to access on our conservation lands, as well as installing the completed panels on the kiosk at Nashoba Brook. Our grounds crew comprised of a crew leader and four grounds keepers were kept busy mowing Acton's recreation facilities as well as our three cemeteries at the Arboretum.

The Conservation Commission spent another very busy year overseeing and administrating of the Wetlands Protection Act. With the strong economy residential development continued to accelerate at a phenomenal rate. The Commission reviewed 65 wetlands filings in this twelve-month period.

Land Stewardship continued to provide Acton's citizens with major improvements to conservation land trails. This year the Wills Hole boardwalk was completely reconstructed. The long awaited kiosk at Nashoba Brook Conservation Area was completed. The informational panels discuss life in and around the mill at the Pencil Factory Dam, it's really a must see. A tremendous effort has been put forth to update and produce a new trail guide. Much of the information regarding trails and property descriptions can now be accessed on-line.

As our recreation assets continue to grow and diversify so has the workload demanded of our grounds crew. We were very pleased with the results of our maintenance program this past year. Intense field use has led to far greater attention being given to turf management and irrigation. A common suggestion heard by the department has been to provide more shade at NARA Park. We have continued to address this need by planting many new shade trees along the beach and in the parking lot islands. A special thank-you to the Highway crew for their help with the installation of sidewalks at the park as well as many other landscape projects they have been instrumental in completing.

A special thanks to all the volunteers and other departments that helped us with our many endeavors this past year.

Conservation Commission
Matthew Lieberman
Andrew Magee
Barbara J. Epstein
Terry Maitland
Peter Berry
Pamela Attardo
Christopher Starr
Jeffrey Rogers, Associate
Tom Tidman, Natural Resources Director
Andrea Ristine-Mackenzie Secretary

WASTEWATER ADVISORY COMMITTEE

The history of the efforts to sewer part of Acton has been one of up's and down's, this year was no exception. On the success side the wastewater treatment plant on Adams Street was completed and was ready for operation on December 1. The original completion date was supposed to be in late October but delays in steel delivery and electrical work pushed the date back. The road construction did not stop for the winter months and the pipes were laid in good order with few delays. The construction workers found more ledge than expected, especially in contract #3, the district expansion. All the legal work for the easements for the nine pump stations was completed, the design for the one on South Main street passed muster with the Historic District Commission, and most were ready for inspection from the Department of Environment Protection.

Acton residents were quite forbearing with all the road construction and many followed the progress of the work via the construction maps posted in the Library and the Beacon. The work did not start until after rush hour in the morning and was completed and covered for the homeward journey. There were delays, but they were not endless and drivers seemed to cope.

One of the ongoing problems for the Town was the financing of a system using 100% user funding plan adopted by the 1999 Town Meeting. No other community in the State has such a system of financing. The DEP made the job more difficult as the project progressed by disallowing expenses which the Town thought were covered in the contract when it was first signed. It appeared that as the Town took additional funds from the \$25M allowed by the state, the rules and regulations that were in force at that time were the guiding principle, not the rules and regulations that were in force when the contract was first signed. This "mix-up" resulted in a cash shortfall.

Senator Pam Resor called a meeting with officials from the DEP and the Town to go over the points of the contract that were at variance. Through this method, many of the items that were being disallowed and causing a budget shortfall, were returned to the eligible category. Without the help of Senator Resor, the costs for the homeowner would be far greater than now expected.

Another problem which will be resolved in the courts, is the suit by W.R. Grace over their betterment costs. The case is now in litigation with the decision date unknown. Although the sewers were ready to go in December, the system did not come on line. Due to problems with the fouling of a pump station on Charter Road, the whole system failed the DEP inspection. When the year closed the start up date for the sewer system moved to the beginning of January.

AWAC continues to advise the Sewer Commissioners on issues relating to the sewer system as well as oversight to the Comprehensive Wastewater Planning process currently underway. This is an Environment Impact study of the whole Town required by the DEP before any efforts to sewer other parts of the Town or use low interest loans from the State. After long delays by the DEP staff reviewing the proposed study, the plan was finally underway by the end of the year.

AWACs meets the first Thursday of the month. Meetings are open to the public.

- Committee members
Dore Hunter, Co-Chair
Trey Shupert, Co-Chair
Andy Magee, CosCom Rep
Pat Halm, Planning Board Rep
Mark Conoby, Board of Health
John Prendiville, Finance Committee

- At-Large:
Ann Chang, Art Gagne, Bob Johnson, Nancy Tavernier

- Staff: Doug Hailey, Director Board of Health,
Don Ouellette, Sewer Project Manager
Jim Deming, Acton Water District Manager



The Health Department manages Acton's new wastewater treatment plant on Adams Street.

COMMUNITY SAFETY

ANIMAL INSPECTOR REPORT

During the past year, 21 animals were quarantined for rabies. The animal quarantines consisted of 11 dog bites. There were nine cats quarantined for possible exposure to rabies from wildlife other than domestic animals. One dog was quarantined for killing a skunk that tested positive for rabies. All animals were quarantined or are still under the required quarantine for the prescribed period of time necessary to determine the animal is free of the rabies virus.

I inspected seven barns in Acton and all were found to be in order. From the barn inspection census, farm animals number 49 horses and 14 ponies.

Respectfully,

Patrick H. Palmer

BOARD OF HEALTH

The Board of Health continued to meet and deal with many significant public health and environmental issues during 2001. Of significant importance to the Town was the final phase of completion for the construction of the 25.1 million dollar sewer project for the Middle Fort Pond Brook Sewer Area, which began in April 2000. Other issues addressed by the Board included a W. R. Grace's groundwater clean-up, the Non-Point Source Pollution Control Devices Program, response to the presence of West Nile Virus in the community and participation in the Westford/ Tyngsboro/ Acton Tobacco Alliance.

Continuing from April of 2000 the construction for the Middle Fort Pond Sewer Project neared completion by the end of 2001. It is anticipated that the wastewater treatment plant will be in operation by February of 2002 and the construction of all portions of the collection system should be complete no later than April 2002. The Sewer Commissioners in October and December held major stakeholder meetings, which clarified the outstanding issues that needed to be resolved prior to property owners connecting to the sewer system.

With the completion of the surface remediation work at the W. R. Grace Superfund work has begun regarding restoring the groundwater resources that were impacted by W. R. Grace (Operable Unit 3). The Board will be looking towards the Town's Clean-up Standard Bylaw that establishes standards that must be met for any aquifer restoration project done within the Town's aquifers. This bylaw will provide the assurance needed that all groundwater W. R. Grace remediates will meet the Acton Water District's drinking water standards.

The Town began implementation of the \$106,644 grant it received from the Federal Government for a study of Non-Point Source Pollution Control devices. The intent of this program is to show EPA different technologies that can reduce non-point phosphorous discharges. The project will provide a valuable test case for trading programs that are being promoted as a means for communities to meet the requirements of the Phase II NPDES Program.

Continuing from last summer the concern regarding the mosquito population was heightened. The West Nile Virus, previously found in other parts of the state, was identified in Acton birds this summer. Meeting this concern was the newly authorized Central Massachusetts Mosquito Project, which began stream clearing in April and complaint spraying in July. With the experience of the first deaths in Massachusetts linked to the West Nile Virus the Board intends to remain vigilant on this issue.

The inspection requirements of Title 5 continue to be a significant impact on all homes and business' located in the Town. More than 148 inspections of septic systems were conducted in 2001 and as a direct result of those inspections the number of systems replaced continues to increase. A study completed by the Sewer Action Committee found that the average expenditure for the complete replacement of an on-site septic system was \$15,000.

This year with the assistance of the Westford/ Tyngsboro/ Acton Alliance the Health Department conducted tobacco compliance checks for all stores that sell tobacco products on a quarterly basis. This was done, with the cooperation of local teens, by Tina Grosowski and Scott Howe from the police department to see how many stores would sell tobacco to an underage buyer. Out of 33 stores these compliance checks found increasing awareness and compliance with the law. These compliance checks indicate considerable progress has been made since the first check revealed a 50% non-compliance rate. The Board also sought to work with the School Department to find better controls in bringing compliance to the no smoking regulations required for activities on school grounds.

The Board completed its involvement in providing start-up funds for a Volunteer Mentoring program designed to provide assistance to at-risk pre-teens. Big Brother/ Big Sister of Middlesex County now with a base in Maynard is available to identify the at-risk teens in Acton and develop a volunteer base of Acton residents. The Board believes that this important and necessary program provides a safety net for children that might otherwise be left unprotected.

For the seventh year two Hazardous Waste Days were conducted in May and in October. Over 800 residents participated in these two days, setting records for both attendance and waste collected. In particular the new requirement to handle CRT's (Cathode Ray Tubes) as hazardous waste has added significantly to both the amount of waste collected and the time required to collect the waste. Every resident that arrived during the collection time was able to rid themselves of their household hazardous waste and the wait for service was held to the minimum. Due to this success the Board of Health has scheduled for additional collection days in May and September of 2002.

Due to the promulgation of new regulations by the state, the Board had to revamp and reinforce the Day Camp permitting program and the Food Service permitting program. The Day Camps are now responsible to document emergency and safety plans, as well as, CORI employee checks. The Board's role is to see that each camp is in compliance. The Food Service establishments must now have food safety trained personnel on-site and always have a designated person in charge.

Massachusetts's Supreme Court in a ground breaking decision determined that body art establishments had the right to do business within the state. Based on that decision the Board adopted regulations that would ensure that any establishments that locate in Acton would do business in compliance with normal health and safety precautions.

The Board was very pleased to be involved with the Senior Work Program. A variety of lingering projects were addressed with the assistance of these individuals. The people contributing to this program were Bob Eisengrein, Marion Maxwell, Don Lapierre, Edwin Carrel and Loren Kramer.

The number and types of permits and licenses issued by the Board of Health continues to grow. The entire permitting statistics were as follows:

General Permits:

Burial Permit	72
Car Wash Event Permits	17
Tanning Salon Permits	1
Funeral Director License	2
Massage Establishment Permit	8
Massage Practitioner License	21
Motel Permit	1
Public & Semi-Public Pools	
Full Size	21
Wading	3
Rabies Vaccination:	
Cats	220

Environmental:

Above-ground Storage Tank Installation	0
Aquifer Special Permit	27
Asbestos Removal Notification	10
Commercial Hauler's License	6
Deleading Notifications	7
Hazardous Materials Storage	164
Private Well Permits	13
Underground Storage Tank Removal	9

Septic Systems:

Septage Disposal Permits	2,595
Septage Hauler's License	21
Septic System Inspections	148
Septic System Construction	200
Replacements	141
New Homes	59
Septic System Installer's License	61
Sewage Treatment Plant Permit	9

Food Service:

Food Service Permits	60
Temporary Food Service Permits	13
Frozen Desserts	5
Milk & Cream Permit	15

Statistics for 2001 indicate that on proposed building lots the Health Department witnessed 229 deep test holes and 185 percolation tests. These tests led to the approval of 59 new residential or commercial septic system permits. In addition, the Health Department witnessed 108 deep test holes and 65 percolation tests for existing homes replacing their septic systems.

Housing, Food Service and other complaint activities were as follows:

Housing Complaints	13
Units Inspected for Acton Housing Authority	1
Food Complaints	25
Septic Complaints	2
Miscellaneous Complaints	5

Over 350 comprehensive and follow-up inspections were conducted at 120 food establishments within the Town. More than 150 Hazardous Materials Storage Inspections were also conducted.

The Board of Health extends its thanks to the following members of other departments who helped in the past year: Tom Tidman, Garry Rhodes, Bob Craig, Scott Howe, Roland Bartl, Dean Charter, David Abbt and Cathy Belbin, Nancy McShea. The Board welcomes Brent Reagor as Sanitarian and Marion Maxwell as part-time Clerk for the department and extends a heartfelt thank you to Jim Johnson for the service he gave to the Town during his tenure as part-time Secretary.

Board of Health Members
William McInnis, Chairman
Mark Benedict, Member
Mark Conoby, Member
Robert Oliveri, Member
Dr. Robert Matusow, Member
Kathy Block, Associate
Rita Dolan, Associate

DOG OFFICER REPORT

During the past year I received 246 calls regarding dog problems throughout Acton.

The vast majority of these calls were solved over the telephone. All dogs that were picked up this year were claimed by their owners. Two additional dogs were picked up and held for the necessary 10-day period. One was brought to The Lowell Humane Shelter. The second dog, which was left abandoned in a home on Central Street when the renters moved away, was placed with Lhasa Rescue in Maine.

Respectfully,

Patrick Palmer

EMERGENCY MANAGEMENT AGENCY

The Acton Emergency Management Agency (AEMA) and consists of the following components, planning, operations, communications/R.A.C.E.S., shelter management, auxiliary fire department, rehab team and Explorer Post #7. All the members are expected to take First Aid and CPR so that their training is always up to date. Our members provide first aid and logistical assistance at many of our Town's celebrations and events including Patriots Day, Memorial Day, Acton Town Fair, Fourth of July, NARA, and other events in town.

Though out the year different members of the Agency have taken courses through the Federal Emergency Management Agency (FEMA) and the Massachusetts Emergency Management Agency (MEMA). Some of the courses taken were Dam Safety, ICS-200, ICS-300, Terrorism, Incident Response to Terrorist Bombings (Awareness Level), Animals in Disaster, and Flu Pandemic Response.

Our members provide many volunteer hours to the Town, not including regular meetings, and training. The agency is ready to respond on a moment's notice to help make a difference in time of need. This Agency is always available, 24 hours a day and may be contacted by calling 978-264-9655 and leaving a brief message along with your telephone number. A member of the Agency will return the call as soon as possible.

The Acton Emergency Management Agency maintains two literature racks that display brochures from the Federal Emergency Management Agency and the Massachusetts Emergency Management Agency. These racks are located in the Acton Memorial Library and the Acton Town Hall. Citizens are encouraged to take these free brochures. We would like to thank the Acton Memorial Library and the Acton Municipal Properties for their continued support in this project.

We are grateful for the assistance of the Acton Fire and Police Departments along with the Nursing Service for their cooperation and continued support. We would like to thank the Council on Aging for use of their building for our yearly First Aid training. We are grateful to the Acton Highway Department for keeping our vehicles in running condition and to Municipal Properties for the upkeep of the Emergency Management Agency building.

Special thanks go to the dedicated volunteers who make it possible to provide the various services to the Citizens of Acton. Without their support the Agency would not be able to assist the public when needed. We are pleased to welcome the new members that have joined us this year, including people from other towns.

The Acton Emergency Management Agency is always happy to accept applications for more volunteers. Use your skills to help your Community, for more information please call 978-264-9655 and leave a brief message. We will return your call as soon as possible.

Members of Acton Emergency Management

- Campbell, Seth E – Member
- Chalmers, John J – Member
- Constantzos, Hector P – Member
- Day, Deborah L – Member
- Ingram, Connie Sue – Shelter Specialist
- Ingram, Robert W – Warning Officer
- Johnson, Don P – Director
- Jones, Ann E – Shelter Specialist
- Landry Jr., Charles J – Member
- Landry, Carole L – Secretary
- Landry, Charles J – Deputy Director, Shelter Manager
- Landry, Maureen – Member
- Mark, David A – Member
- McGovern, John P, KB1HDN R.A.C.E.S./Communications
- Medicus, Jeremy J – Member
- Murray, John E – Director
- Northup, Shelley N1VJE R.A.C.E.S./Communications
- Northup, William N1QPR R.A.C.E.S./Communications
- Reilly, Anne M – Dispatcher
- Reilly, Edward F – Transportation & Equipment Officer
- Sawyer, Gail L – Deputy Director/Explorer Advisor
- Simon, Susanne L – EMT/ Member
- Stone, Toni-lee – Member
- Telsey, Steven W., N1BDA R.A.C.E.S./Communications

AUXILIARY FIRE DEPARTMENT_____

The Acton Auxiliary Fire Department is a division of the Acton Emergency Management Agency. It is comprised of a group of dedicated volunteers who are trained and equipped to assist and support other Town agencies both during times of emergency, and during their day-to-day operations.

This year our personnel have donated over 1200 man-hours to the Town of Acton, responding to 109 calls ranging from structure fires to assisting residents with water problems.

The department is on automatic response to all Acton Fire Department box alarms, proving lighting and assisting with air bottle exchanges as well as assisting with salvage and overhaul under the direction of the Acton Fire Department.

In keeping with existing mutual aid agreements between the Acton Fire Department and the surrounding communities, the Auxiliary will respond when requested to assist in any way possible.

The Department operates two primary vehicles a 1980 light rescue, Rescue 36 and a 1977 four wheel drive pickup Engine 37.

Rescue 36 is our primary response vehicle. It is equipped with a generator, lighting equipment, submersible pumps and hoses as well as a variety of other equipment to support our operations.

Engine 37 is used primarily for brush fire responses. It carries 225 gallons of water as well as a pump and hand tools for working the fire scene.

One of the most important roles this department has is Rehab or the establishing of a rest and rehabilitation area for the fire personnel at a working fire. Rescue 36 is equipped with towels, fluids and temporary seating to perform this function.

The following is a break down of our responses for 2001; 4 structure fires, 2 brush fires, 80 water calls, 2 mutual aids, 2 fireworks displays, 2 power outages, 1 missing person and 16 special services.

These numbers do not include training, drills or our bimonthly meetings during which we handle paper work, maintenance and other business.

The Auxiliary Fire Department meets on the 2nd and 4th Mondays of the month at the Emergency Management building on the corner on Rte. 27 and School St in South Acton. Department membership is open to all individuals over the age of 18 who live or work within ten miles of the Acton Emergency Management building.

The following is our 2001 roster:

Capt. Edward Reilly
LT Wayne Niemi
FF Gail Sawyer
FF Frank Lombardo
FF Ann Jones
FF Jeremy Medicus
FF Joseph Szkolka,
FF Darin Stone
FF Jennifer Gray

Our thoughts and hearts are with all those affected by the events of September 11th.

Respectfully submitted

Capt. Edward F. Reilly



The Fire Department is always on alert.

ACTON FIRE DEPARTMENT

For a number of years it has been my pleasure to report the events of the previous year as they relate to this department. In some years there have been larger fires or a greater number of fires or more involved accidents or emergencies. In other years the events of the year are seemingly more "routine." However, as one reflects on the factors and events of the year 2001, the events themselves seem insignificant as compared to the horror of September 11, 2001. On that date several thousand people lost their lives as a result of the terrorist attacks on our homeland. Included in the fatalities were a large number of brave emergency personnel including firefighters, EMS personnel and police officers. In addition, there were a large number of civilian fatalities including two of our own residents, Madeline Sweeney and Phillip Rosenzweig. These tragic losses have not only deeply saddened us but they have impacted our lives forever. These losses have also changed the role and responsibilities of emergency services including our own department.

In the days that followed the attacks, fire station security was questioned, emergency plans were reviewed and new plans and policies formulated. This department, as well as hundreds of departments all across the nation, went through a period of increased calls for investigation or assistance for suspect packages and powders that might contain anthrax. The regional Hazardous Materials Team responded to these events on two separate occasions. There were periods that followed when the Town was on high alert for undisclosed reasons. Needless to say, in the upcoming year we would anticipate expanded training and preparedness to address the needs of the Town as determined by the events of September 11, 2001.

We were fortunate in that there were not a significant number of structure fires during the year. More importantly there was no loss of life or significant injuries occurring to either civilians or fire department personnel as a result of structure fires. There were structure fires of note that occurred on Harris Street, Prospect Street, Conant Street and Guswood Road. Fortunately these fires resulted only in structural damage and personal property loss.

As noted in last year's report there was a proposal brought to the 2001 Annual Town Meeting for a public safety facility to be located at the site of the current police station. This item was defeated at Town Meeting. As a result the project was readdressed in a different fashion with the formation of a Public Safety Steering Committee and a number of specific task forces. This process was ongoing during the year and has resulted in an increased amount of citizen input. During the course of the year the Fire Chief as well as several of our Captains and a number of firefighters continued to meet with various task forces as part of the process. It is anticipated that a revised proposal will be forthcoming for Town Meeting consideration.

in 2002.

Following is a brief synopsis of highlights and changes for the Acton Fire Department in the year 2001.

Personnel

During the course of the year two of our senior firefighters retired. Firefighter Joseph Conquest retired after 33 years of service and Firefighter Wayne Decker retired after 29 years. Also during the year Firefighter/E.M.T's Jared Crowley, Leo Hayes, James Judge and Sean Sheridan were hired. Acting Captains Kevin Lyons and George Williams were both promoted to the permanent rank of Captain. Acting Lieutenants Robert Hart and Robert Smith and Geoffrey Neagle were all promoted to the permanent rank of Lieutenant. The members of the department were saddened by the passing of retired call Lieutenants Alan (Kelly) Pederson and John Torkelson.

Apparatus and Equipment

In December the department took delivery of a new engine (Engine 22) a 2001 Ferrara. This engine is almost a duplicate of the last engine which was purchased and provides a great deal of additional compartmentation for equipment. It is also a much safer piece of apparatus than our older engines due to the fully enclosed cab and the upgraded safety components found in newer apparatus. By purchasing these newer engines the 1970's engines that we have had will be removed from service and the remaining 1988 engines which are currently in first line service will be reassigned to second line/reserve status. As part of acquiring the new engine, Engine 21 a 1975 Maxim pumper was traded in. This is the second of three first-line engines to be replaced in our capital program. Unfortunately during the course of the year we experienced the unanticipated loss of a diesel engine in Engine 26 which is stationed in South Acton. As the diesel engine involved is not repairable, a re-manufactured engine was purchased and installed in this piece of fire apparatus.

During the year Captain Carl Robinson assumed the position of Maintenance Officer for the department. Firefighter James Kessler and Firefighter/E.M.T Scott Morse assisted Captain Robinson in the completion of a number of special maintenance projects which were completed while they were on-duty.

Facilities

Through the efforts of on-duty personnel and the assistance of the Municipal Properties Department, our facilities remained in relatively good condition for their age. During this past year the existing firestations were evaluated as part of the public safety facilities study. In addition, a computer-modeled evaluation of firestation locations and response times was also

completed. Both of these factors will be utilized in upcoming recommendations relative to the public safety facility needs of the community. Again, both of these evaluations were conducted using a task force concept with a great deal of citizen input.

Emergency Medical Services

Our Emergency Medical Services continued to be our main service area to the community during the past year. Firefighter/EMT Jack White continues to serve as the department's EMS coordinator. Firefighter/EMT Robert Wetherbee and Firefighter/EMT Kris Ellicks assist him in carrying out the responsibilities of this specialized area. Firefighter/EMT Wetherbee handles medical supplies and assists on special EMS projects. Firefighter/EMT Ellicks handles CPR and Automatic External Defibrillator training and recertification for departmental personnel. The success of this program is due not only to the dedication of our personnel but also to the specific efforts of these particular individuals.

As mentioned earlier there continues to be a transition of personnel. As new firefighters are hired they are required to possess and maintain EMT certification. The number of EMT's for the department now totals thirty-three. During the past year many of these EMT's took required courses and were recertified. In addition personnel received specialized training in various subject areas relative to Emergency Medical Services.

Environmental Services

During the past year the need for environmental assessments continued to increase. There were thirty-one environmental assessments conducted which involved a total of eighty-seven parcels of land. In addition, there were ten underground storage tanks removed and inspected. These environmental assessments are conducted by Firefighter/EMT William Klauer who also serves as our Underground Storage Tank Coordinator/Environmental Coordinator.

Fire Alarm

Our Fire Alarm Superintendent, Captain George Williams, continued to maintain the municipal fire alarm system assisted by Firefighter Forrest Bean. During the past year there were two master boxes, four street boxes and two municipal master boxes as well as two medical boxes added to the municipal fire alarm system. In addition to the fire alarm system expansion as noted above there were, a fire alarm circuit was recabled and general upkeep and maintenance of the system was completed.

The fire alarm division also installs and removes the overhead banners that announce various community and civic activities. This year there were a total of thirty-seven banners that were displayed and then taken down. In addition on a

number of national holidays during the year and during the time period following the September 11th attack the fire alarm division put up and took down the American flags located on utility poles in West Acton.

Finally, the Fire Alarm Superintendent and his assistant continue to maintain and enhance their professional expertise by attending annual training held by the International Municipal Signal Association as well as a specialized course that they attended this past year that was offered by the L.W. Bills Company.

Fire Prevention

During the fall this department was successful in applying for and obtaining a state grant dealing with the SAFE program. The SAFE program is an educational program conducted in the schools dealing with Student Awareness of Fire Education or SAFE. In our department we are fortunate to have a number of firefighters involved in this program. These firefighters include Firefighter/EMT's William Klauer, Kenneth Carroll, Kris Ellicks and Firefighter Bruce Stone. During the course of the past year Firefighter/EMT's Anita Arnum and Thomas Wallerstein were also part of this program. The program consisted of conducting a number of programs at the Acton-Boxborough Jr. High School. As this is a regional school our SAFE personnel conducted these programs in conjunction with their counterparts from the Boxborough Fire Department.

Our fire prevention efforts continue to expand and include the areas of engineering, enforcement and public education. Deputy Fire Chief William Primiano and Firefighter/E.M.T. Klauer conducted (67) commercial and (144) residential plan reviews and resultant inspections of these occupancies during the course of the year.

There continue to be many opportunities for public education conducted by the Department. These included station tours, infant safety programs, school visits, school inspections, quarterly inspections, and safety fairs. These public education efforts were conducted by many Acton Fire Department personnel and were well received by all that attended or participated. Firefighter/EMT William Klauer serves as our Public Education Coordinator for all these events in addition to his responsibilities as a part-time Fire Inspector.

Once again in the fall a successful Open House was organized and conducted by Acton Firefighters. This annual event continues to be well received by the Town and would not be possible without the volunteer efforts of the Acton Firefighters as well as many of the wives who donated their time, efforts and refreshments to provide this open house opportunity for the public.

The Deputy Chief Primiano and Firefighter/E.M.T William Klauer remained busy doing plan reviews and inspections for residential and commercial occupancies. As the Town continues to develop it is anticipated that this area will continue to increase in the next few years. This was especially apparent as inspectional efforts increased with the start of two major school construction projects as well as a number of large commercial and residential construction projects. In addition there was an increase in activities related to blasting as a result of school projects and the sewer construction project.

During the course of the year Deputy Chief Primiano remained extremely busy in the field of fire and arson investigation. He is active in the Metrofire Arson Association, the International Association of Arson Investigators as well as the state coalition for fire investigation and the Regional fire investigation team. Captain Kevin Lyons and Firefighter/EMT James Ray assist him in this area. Deputy Chief Primiano and Captain Kevin Lyons continue to be active participants in the Middlesex County District Attorney's Juvenile Fire Setter program.

Hazardous Materials

Fortunately there were no significant hazardous material incidents to report during the course of the year. Firefighter/EMT Anita Arnum continued to train and operate as a member of the District 14 Regional Hazardous Material Team. It should be noted that the regional hazardous materials team concept has become a nationally recognized model. The need for these hazardous material teams was evident as they responded to the events following September 11. Hazardous materials teams were placed on stand-by and were deployed to a number of these incidents. Several thousand samples were collected across the Commonwealth and submitted to State Laboratories for analysis. Fortunately none of these samples proved to contain anthrax. Our hazardous material technician served countless hours as part of this regional team effort. Firefighter/E.M.T. Arnum was also activated and deployed to "Ground Zero" in New York City as a member of the FEMA/USAR team.

Training

A major focus of our departmental activities continues to be in the area of training. We are constantly trying to increase, upgrade and/or enhance this vital fire service function. Lt. Robert Smith directed this critical operation during the latter part of the year. Many of our drills are conducted on an in-service basis for on-duty personnel. Major training highlights for the year include:

- Several personnel attended seminars dealing with Firefighter Safety and Survival. This training, together with additional equipment related to firefighter safety, will result in enhanced capabilities and performance in this critical area.

ACTON FIRE DEPARTMENT ANNUAL STATISTICS – 2001

- Four firefighters attended a course which certified them for open water diving. This qualified these firefighters to become members of our dive team.
- Firefighter/EMT's Sean Sheridan, Pat Judge, Leo Hayes, Jared Crowley and Kris Ellicks attended and graduated from the firefighter recruit training program at the Massachusetts Firefighting Academy.
- In service training was conducted in such areas of Use of Self-Contained Breathing Apparatus, Use of Positive Pressure Ventilation, Cold Water/Ice Rescue and a number of subject areas dealing with the fundamentals of firefighting.
- Several firefighters attended SAFE-training opportunities.

In addition to the courses listed above, fire and EMS personnel continued to attend many other courses. The Massachusetts Fire Academy offered some of these courses and local colleges offered others for Firefighter/EMT's to continue working towards degrees in Fire Science. In addition Chief Craig together with other town officials attended a number of seminars dealing with terrorism.

Conclusion

In conclusion, one factor that I would like to highlight is the dedication and professionalism of our personnel. The success that we achieve as a department is not possible without their efforts. Therefore I cannot conclude my report without taking an opportunity to thank all of our personnel for their consistent and continued assistance and cooperation during the past year. Further, I would also like to take this opportunity to thank all other town departments and agencies for their assistance as well. I would especially like to acknowledge and thank the Emergency Management Auxiliary Fire Department for their continued support and assistance at fire scenes as well as other fire department activities during the course of the previous year. I cannot stress enough that their efforts and assistance are always beneficial and much appreciated. They are always there when needed at fire scenes and other emergencies. I would also like to thank the residents of the Town for their support especially in the wake of the activities of September 11, 2001 and the difficult days that followed. Concluding this report is a statistical summary of activities during the year as compiled and reported by Firefighter/EMT William Klauer:

Robert C. Craig
Fire Chief

Fires

Chimney fires	6
Structure fires	26
Brush fires	29
Illegal burning	14
Motor vehicle fires	19
Personal property fires	10
Refuse fires	7
Fire, miscellaneous	1
Outside leak with fire	0
Controlled burning	0

Alarm Investigations

False alarms	14
Alarm malfunctions	193
Accidental alarms	99
Alarm, other than fire	11

Hazardous Conditions

Explosions	0
Lightning strikes	15
Food on the stove	0
Leak, no ignition	0
Excessive heat	12
Power lines down	45
Electrical problem	34
Spill, hazardous material	18
Smoke condition	111
Gas leak	38
Lock in	18
Motor vehicle accidents	177
Animal rescue	1
Rescues	3
Searches	1
Hazardous material	12
Carbon monoxide	5

Investigations

Carbon monoxide detectors	17
Complaint	3
Bomb threats	5
Honest mistake	17
Nothing found	26
Odor	0
Power outage	10
Fire investigations	10
Miscellaneous	9
Permit fires	3

Medical Emergencies

Medicals, in town	961
Medicals, out of town	70

Special Service

Assist police	6
Inspection	1,085
Master box activity	1,311
Lock outs	56
Miscellaneous	117
Water problems	97
Mutual aid dispatched	33
Total Incident Responses	4,755

Permits

Blasting	41
Fire alarm installation	17
Flammables	0
Underground storage	4
Propane storage	29
Fuel oil storage or burner	83
Underground tank removal	10
Open burning	781
Sprinkler	23
Mobile/portable tanks	5
Miscellaneous	9
Powder	0
Agricultural	3
Fireworks	1
Smoke Detector	388
Total Permits	1,394
Smoke Detectors tested for Compliance	1,233



On Friday mornings, Acton Police Officers introduce themselves to children visiting the Acton Memorial Library

POLICE DEPARTMENT**Members of the Acton Police Department****CHIEF OF POLICE**

Francis J. Widmayer, III

LIEUTENANTS

John T. McNiff
Donald L. Palma, Jr.

SERGEANTS

Robert L. Parisi
Thomas J. Rogers
Bruce A. Nadeau
James A. Cogan
Raymond P. Grey

POLICE OFFICERS

Brian Goodman
Paul Cogan
Robert Cowan
Raymond LaRoche
James Goodemote
Christopher Browne
Christopher Prehl
Frederick Rentschler
John Cooney
Scott Howe
Michael Cogan
Edward Lawton, Jr.
Kevin Heffernan
Lisa Driscoll
Luke Penney
Leo Gower
Dean Keeler
Gardena Abramowitz
Keith Campbell
Daniel Silva
Douglas Sturniolo
Scott Krug
Brian Bandini
Daniel Holway
Todd McKelvie

POLICE MATRONS

Faith Williams
Debra Richardson
Christine Joyce

SECRETARIES

Faith Williams
Kerri Tejeiro

DISPATCHERS

Faith Williams
 Kevin Antonelli
 Anne Milligan
 Paul Connors
 Robert Merrill
 Robert Sirois
 Roger Wallace

OPERATIONAL ASSIGNMENTS**Officer in Charge of Patrol Division**

Lt. John McNiff

Officer in Charge of Special Services

Lt. Donald Palma

Officer in Charge of Detectives

Sgt. Robert Parisi

Department Prosecutor

Det. Frederick Rentschler

Detectives

Det. Christopher Browne
 Det. Edward Lawton, Jr.

Youth Officer

Det. Scott Howe

Safety/Crime Prevention Officer

Ptl. Robert Cowan

Training Officer

Lt. Donald Palma

Domestic Violence Intervention Unit

Sgt. Raymond Grey
 Ptl. James Goodemote

	2000	2001
Disturbance	397	307
Domestic Disturbance	98	161
Drug Violation	31	12
Fire Call	249	331
Forgery	1	5
General Service	2,150	1,606
Gun Violation	6	3
Hazardous Material		46
Health Hazard	200	273
Kidnapping Attempt	1	0
Larceny	283	257
Larceny of Motor Vehicle	14	20
Lockout	59	88
Malicious Destruction	136	155
Medical Emergency	765	761
Missing Person	79	57
Motor Vehicle Complaint	1,506	2,024
Mutual-Aid Call	62	122
Police Information	1,252	1,565
Protective Custody	53	55
Rape	7	0
Warrant Recalled	4	2
Vehicle Repossession	7	14
Robbery Armed/Unarmed	0	3
Security Check	948	1,052
Sexual Assault	7	7
Sudden Death	3	8
Suicide Attempt	13	15
Suspicious Activity	1,146	1,484
Annoying Telephone Calls	35	55
Threatening	54	75
Traffic Citations	1,254	1,395
Traffic Hazard	1,222	966
Trespassing Complaint	47	41
Total Count =	15,133	15,856

YOUTH SERVICES

The Youth Services Division of the police department has expanded further with the addition of a "School Resource Officer." Det. Scott Howe and Ptl. Jim Goodemote will or have been trained identically, in the DARE program and the School Resource Officer program. The division continues to be responsible for many different activities including; investigations of crimes involving victims and/or perpetrators who are under the age of 17, children's programs regarding safety, displays at area events, child safety seat checkpoints, meetings with community leaders and the continuation of the DARE program.

The "School Resource Officer" is assigned to all of the elementary schools, as well as the High School and Junior High in order to assist the faculty and administration for a variety of issues. Additionally, this officer assists in Juvenile investigations.

CALLS FOR SERVICE BY CALENDAR YEAR

	2000	2001
Accident - No Injury	619	566
Accident with Injuries	105	100
Alarm Received	1,499	1,319
Animal Complaint	406	263
Arrests	256	296
Arson	1	8
Assault	28	29
Break & Entry	37	83
Bylaw Violation	8	4
Child Abuse Complaint	8	7
Civil Complaint	70	84
Community Policing		127
C.O.R.I. Record Check	7	5

The Youth Services Division continues to expand its role in terms of Children's Safety programs. Currently, the officer's offer classes on Halloween Safety, Basic Safety and Internet Safety, to name a few. These classes are presented with the cooperation of all of the schools within Acton. Additionally, the division assists with Boy Scouts, Girl Scouts, Cub Scouts and Brownies in their instruction of safety with speeches and tours of the Police Station.

The Youth Officers participate in many community events in which they are able to display and offer a vast array of information. The community services include displays and information at Octoberfest, NARA, the Memorial Library, elementary school open houses and the Civilian Police Academy. These displays include informal discussions and handouts regarding safety issues, fingerprinting and community concerns. These events have proven to be an exciting and vital link between the Police and the Community. The information exchange between the two groups continues to grow, making the relationship even more important.

Det. Kevin Heffernan and Det. Scott Howe continue to assist the public with the installation of child safety seats. This program, which began one year ago, has proven to be popular and important. Nationally, 95% of car safety seats are installed incorrectly. The officer's inspected approximately 300 seats in the past year, one proved to be installed correctly. For more information, contact either officer at the police station.

Weekly, the youth officers attend meetings with the Acton Boxborough Regional High School Administration, the Raymond J. Grey Junior High School Administration and the Juvenile Probation Department of the Concord District Court. Additionally, there are monthly Community Based Justice (CBJ) meetings, which involve the Middlesex County District Attorney's Office, Concord, Bedford, Maynard, Stow, and Lexington school and police officials. These meetings allow information to flow between the agencies to identify and address potential problems.

This year, Det. Howe and Ptl. Goodemote were appointed as "Supervisors of Attendance" by the Regional and Public School Committees. This allows the schools to utilize the resources of the Police Department and the Court System in regards to student attendance.

The DARE program continues to assist sixth grade students with violence and drug prevention. The Youth Services Division applied for and received a grant from the Governor's Alliance Against Drugs to assist the program in all of the elementary schools. The DARE officers also provide an email address for students, teachers and parents to address questions and concerns. This address is scotthowe@rcn.com.

ADMINISTRATION

The Special Services Division has continued its role in the administration of the department. Research of available funding and grants, has allowed for continuation of several successful community oriented programs including, community outreach, domestic violence collaborative, D.A.R.E., car seat safety, traffic safety, anti-crime initiatives and COA liaison programs. Additionally, our participation in the federal surplus equipment programs has allowed us to obtain much needed specialized equipment to allow the department to be better prepared for critical incidents and homeland security.

DISPATCH OPERATIONS

Dispatch continues to be a key and critical component of public safety within the town. All dispatchers have received annual update training. Additionally, training in the areas of critical incident response and incident command are ongoing. Several new part time personnel have been added to help during our times of ever increasing incidents.

COMMUNITY OPERATIONS

Community operations have continued to expand this year. Our community operations van has been utilized at several large-scale events, major crime scenes and serious accidents. It has also served as a mobile command post for several events at NARA and serves as a mobile police station for outreach programs when not in other service.

Outreach programs continue to expand as resources allow. The formation of a motorcycle unit has allowed officers on patrol and special assignment the advantage of closer contact with citizens, the ability to patrol in tight areas, and to have an effective presence in the area of traffic safety and enforcement. Programs in the public library, council on aging, NARA and the schools continue to meet with success. Expansion of the Juvenile Division to include an officer assigned almost exclusively to the schools has met with great success. Continued expansion of that officer's role within the schools is ongoing and welcomed by school officials. Two officers are trained in car seat installation and safety and continue this service daily.

TRAINING

Training continues to be a priority of the Special Services Division. The department has entered into the in-service training program with the Lowell Police Department. Firearms qualifications, as well as training in advanced weapons, counter-terrorism, incident command, critical incident response are continuing with all members of the department. Members of the department have completed advanced training in areas of criminal investigation, domestic violence, and traffic enforcement.

CHIEF'S MESSAGE

The Acton community continues to grow and as it does the activities of the police department increase. The terrorist attack of September 11th took the lives of two citizens of Acton. It also changed forever the way public safety personnel everywhere approach their daily tasks. New problems arose such as the anthrax scares that caused citizens to be suspicious of their daily mail deliveries and required greater resources of the Public Safety departments. Suspicious person calls became more serious as a result of the fear of terrorist activities gripping the nation. These calls showed a significant increase over all previous years. Through all this the department responded proactively to protect the citizens and the rights of others who are innocent visitors to our country. Acton is a multicultural community and we work with many groups in town to help everyone get along.

A direct result of these new concerns and the problems we experienced was reallocation of personnel from patrol to the detective unit. The result has been a noticeable increase in the number of solved high profile crimes in the community. More cases have been cleared and in many cases arrests were made, property returned to victims and suspects were punished by the court system.

In the statistical report above I have added two new categories to better reflect the changes in the department. The first is the 'Community Policing' category that shows the activity of our officers in community policing initiatives and the second is 'Hazardous Material' which reflects our responses to the 'anthrax problem' after September 11th.

The school system is an important partner for us and we consider the protection of the students and faculty our most important job. Our relationship is excellent and our commitment to the youth of Acton is paramount to that relationship.

Strategic locations throughout the town were patrolled on a frequent basis and our officers cooperated fully with State and Federal Law Enforcement personnel on a number of occasions.

The department is changing as older officers retire and new officers replace them. In order to maintain continuity in the profession we extensively train new officers we hire through the state as well as department programs.

I remain committed to the prevention of domestic violence in the community, senior citizen services, traffic related problems and other community policing initiatives.

The work towards the eventual goal of a new public safety facility continues by a number of building committees with very dedicated members.

Once again the community has been very supportive over the past year. I thank the citizens, elected officials and other members of the town who volunteer their time to help the police department provide excellent service to the citizens and visitors to Acton.

Francis J. Widmayer, III
Chief of Police



Tom Tidman, Conservation Officer, leads community walks in the Town's conservation land.

POST/CREW 7 SEARCH & RESCUE

Explorer Post/Venturer Crew 7 is a division of the Boy Scouts of America, sponsored by the Acton Lions Club, in conjunction with the Acton Emergency Management Agency. Meetings are held every Wednesday evening at 7:30 PM at the Emergency Management Headquarters on School Street in South Acton. New members, both male and female, between 14 and 22 years old are always welcome. If interested, please call 978-264-9655 and leave a brief message and we will get back to you as soon as possible.

We participated in many Town activities including the annual Town Fair, Conant School Craft Fair, the Acton Lions Club Ski & Skate Sale, Winterfest at NARA and the Acton-Boxborough Pep rally.

This year we also helped the Acton Police Dept with the Football playoff game in November. One of our members ran their communications truck at that event. We would like to thank the Acton Police Department for the opportunity of working with them at that and other events this year.

Our Advisors and Members are annually certified in First Aid and CPR. In addition, some of our members are certified as First Responders. We attended Boy Scout Camporees and Council Events to provide First Aid Services as needed.

We wish to thank the Acton Lions Club for their continuing sponsorship in giving the youth of today the opportunity to work toward a better tomorrow.

We also would like to thank the Acton Lions Club for their very generous donation that enabled us to purchase sweatshirts, T-shirts, hats and jackets to be used as part of our uniform for our members.

Members

Gail Sawyer – Advisor
Ann Jones – Associate Advisor
Edward Reilly – Associate Advisor
Seth Campbell – Associate Advisor
Charles Landry – Committee Chairman
Mark Casey – Member
Christina Constantzos – Member
Jennifer Constantzos – Member
Scott Landry – Member
Steve Lombardo – Member
Chris Ouellette – Member
Tom Pare' – Member
Lori Sawyer – Member
Jared Stone – Member
Amanda Stone- Member
Michael Stone – Member
Katie Day- Member
Daniel Mark- Member
Charles Lombardo-Member

LEGISLATIVE

SPECIAL TOWN MEETING JANUARY 8, 2001

Registered voters in attendance 332

AT 7:00 PM AT THE ACTON BOXBOROUGH
HIGH SCHOOL AUDITORIUM

The Moderator, Donald MacKenzie, called the meeting to order at 7:05 PM. He introduced F. Dore' Hunter, Chairman of the Board of Selectmen. Mr. Hunter introduced the member of the Board of Selectmen, the Town Manager, Town Council, Town Clerk, Assistant Town Manager and the Finance Director. Mr. MacKenzie then introduced the Chairman of the Finance Committee, Sidney Johnston. Mr. Johnston introduced the members of the Finance Committee.

After presentations by several boards, Mr. MacKenzie read Article 1.

ARTICLE 1 GOLF COURSE IN RESIDENTIAL DISTRICTS, REVISED (2/3 vote required)

To see if the Town will vote to amend the Acton zoning bylaw as follows: [Notes in italic print are not part of the Article but are intended for explanation only.]

A. In section 3.3, insert at the end of sub-section c) the following phrase:

“; a golf course under section 3.5.17 of this bylaw”

B. Delete section 3.5.17, including all its subsections 3.5.17.1 through 3.5.17.7, and replace them with the following:

3.5.17 Golf Course in Residential Districts - In the R-2, R-4, R-8/4, R-8, R-10/8, and R-10 Districts the Planning Board may approve by special permit a golf course with at least 18-holes that is designed and managed consistent with “Environmental Principals for Golf Courses in the United States” published by The Center for Resource Management; Salt Lake City, Utah; amended through 1996.

3.5.17.1 The Planning Board may approve ACCESSORY USES and BUILDINGS that are customarily incidental to a golf course, such as but not limited to:

- a) Clubhouse, pro-shop, locker rooms, administrative offices, restaurant, bar, snack bar, or on-course shelters.
- b) Function rooms and banquet facilities for members and guests.
- c) A practice area, tees, or greens.
- d) Accessory recreational facilities such as tennis courts or a pool.
- e) Maintenance and storage BUILDING.
- f) Up to 10 guestrooms.
- g) Up to two DWELLING UNITS solely for occupancy by the golf course staff.

3.5.17.2 The combined NET FLOOR AREA of all BUILDINGS shall not exceed 60,000 square feet.

3.5.17.3 The following setback standards shall apply to BUILDINGS, STRUCTURES, parking lots, and accessory recreation facilities:

- a) Minimum front yard: 45 feet;
- b) Minimum side and rear yard:
 - 30 feet where the abutting land is in a Business, Office, or Industrial District;
 - 100 feet where the abutting land is in a Residential District;
 - The Planning Board may exempt fences and other screening and protection devices from the minimum side and rear yard requirement.

3.5.17.4 The Planning Board may require larger setbacks, and may require suitable buffers and screening to protect abutting residences and businesses.

- 3.5.17.5 Except as otherwise set forth in section 3.5.17.3, LOTS, BUILDINGS and STRUCTURES of a golf course shall comply with the applicable dimensional standards in the Table of Dimensional Regulations for the zoning district in which the portion of the golf course is located.
- 3.5.17.6 Parking spaces shall be provided in the quantity as required under section 6.3. Parking lot design and landscaping shall at a minimum comply with the standards of section 6.7 of this bylaw. The Planning Board may allow a portion of the required number of parking spaces to be set aside as reserve parking to be built at a later time if needed. In addition, it may require on-site overflow parking areas not in compliance with this bylaw to be used solely during special events or tournaments.
- 3.5.17.7 The Planning Board may require suitable setbacks, buffers, and screening for tees, greens, and fairways to protect abutting residences and businesses, including to block flying balls.
- 3.5.17.8 The Planning Board may require monitoring and subsequent retrofitting with additional landscaping, buffers, fencing, or netting to address repeated hazards from off-track golf balls.
- 3.5.17.9 Illumination of tees, greens, and fairways for night golfing shall not be allowed. The Planning Board may approve non-glare, low intensity, low level outdoor lights used to illuminate ways and paths within the course, BUILDINGS, parking lots, and accessory recreation facilities.
- 3.5.17.10 The primary ACCESS to the golf course shall be over its own FRONTAGE. The primary ACCESS shall be from an ARTERIAL STREET as defined in the Acton Subdivision Rules and Regulations, unless the Planning Board finds that:
- a) residential neighborhoods are not materially affected; or
 - b) overall and peak hour traffic volumes resulting from the golf course are not substantially different from volumes generated by potential residential development on the same land.
- 3.5.17.11 The Planning Board may require public access to or over the golf course land for pedestrian and bicycle trails, and access to and connection with adjoining or nearby public lands.
- 3.5.17.12 An application for a golf course special permit shall contain a site development plan, prepared and certified by a professional practicing member of the American Society of Golf Course Architects. It shall show the details and information as further specified in rules and regulations adopted by the Planning Board. The information submitted with the application shall include, but not be limited to: A staking or routing plan; plans for drainage, erosion control, and storm water management; a planting and landscaping plan; a turf management and irrigation plan; a business plan including special events and services to the community at large; an environmental impact report detailing project related impacts on wetlands and other natural resource areas, water supply, surface water and groundwater resources, historic resources, transportation and access, adjacent land, neighborhoods, and businesses; and assessment of impacts on Town finances and services.
- 3.5.17.13 The Planning Board may impose reasonable conditions on the proposed golf course layout and design; regulate turf management practices; limit irrigation and water consumption; limit the hours of operation; restrict the size of BUILDINGS and other facilities; limit the number and size of special events; and impose any other limitations and requirements it deems necessary to protect the natural, water, historic and other resources of the Town, minimize adverse impacts on abutting properties, provide general benefits to the Town and its residents, and prevent traffic congestion.
- 3.5.17.14 The Planning Board may require ongoing monitoring of turf management practices, groundwater resources, surface and groundwater quality, and general business development, and may impose additional conditions in the special permit to prevent unanticipated environmental damage resulting from the operation of the golf course.

3.5.17.15 A golf course located in part within the R-2, R-4, R-8/4, R-8, R-10/8, or R-10 Districts and in part in other zoning districts where Commercial Recreation is allowed as defined in section 3.5.15 shall comply with the requirements for golf courses in residential districts. However, the dimensional requirements of the other zoning districts may be applied to the portion of the golf course located there. In such cases, the Special Permit Granting Authority shall be the Planning Board and no special permit for Commercial Recreation and no Site Plan Special Permit shall be required.

3.5.17.16 If a special permit is sought for a golf course partially located in a residential district in Acton and partially in an adjacent town, the requirements for a golf course in residential districts shall apply to the portion in Acton including the requirement for a special permit. In such cases, the Planning Board may waive the requirement that the golf course shall have at least 18 holes.

3.5.17.17 Where the requirements of this section 3.5.17 are in direct conflict with the standard requirements of the underlying zoning district, this section shall prevail for any golf course approved hereunder.

[Note — section 3.5.17 currently reads as follows: 3.5.17 Golf Course in Residential Districts – In the R-2, R-4, R-8, R-8/4, R-10/8, and R-10 Districts a commercial 18-hole golf course of at least 5,500 linear yards and at least 75 acres with customary and incidental ACCESSORY USES including vehicular parking, a clubhouse, a pro shop for sale of golf related items only, an administrative office, and a restaurant. The total NET FLOOR AREA for such ACCESSORY USES shall not exceed 2,500 square feet unless entirely within a STRUCTURE in existence at the time of adoption of this Bylaw, but in no case shall the total NET FLOOR AREA devoted to such ACCESSORY USES exceed 5,000 square feet. In addition, one DWELLING UNIT may be located on the premises of the golf course. Such USE shall comply with the following requirements:

3.5.17.1 No tee, green, fairway, new BUILDING including improvements to existing BUILDINGS for golf related activities, and new parking area shall be within fifty feet of any property line.

3.5.17.2 New BUILDINGS and improvements to existing BUILDINGS for golf-related activities and new parking areas shall be screened year round from adjacent property by evergreens and other vegetative growth of mixed variety.

3.5.17.3 Except for irrigation, the operation of the course, including ACCESSORY USES, shall be limited to the hours between one-half hour before sunrise and one-half hour after sunset.

3.5.17.4 A contiguous area of at least forty- percent of the parcel(s) devoted to the golf course and ACCESSORY USES shall be placed under a conservation restriction enforceable by the Town of Acton. Such restriction shall be for a period of not less than thirty years in duration, shall be renewable by the Town of Acton, and shall be evidenced by a deed in proper form and duly recorded with the Middlesex South District Registry of Deeds or Land Court. The area placed under a conservation restriction shall not contain a greater percentage of wetlands, as defined in MGL Ch. 131, Section 40, than the percentage of wetlands found in the overall tract of land on which the golf course is to be located.

3.5.17.5 A State licensed person shall be responsible for applying pesticides and herbicides on the golf course site. Results from an approved laboratory of surface and GROUNDWATER samples shall be periodically provided to the Board of Health, the locations and frequency of testing to be determined by the Board of Health.

3.5.17.6 If a golf course is proposed on contiguous land within a residential district and a non-residential district, only fairways and greens shall be located within the residential district. In such instance, the minimum tract of land size, length of golf course, and number of holes shall not apply, but the forty percent set-aside of land under conservation restriction

as set forth in 3.5.17.4 shall apply to the residential district portion of the golf course. For administrative and permitting purposes, such a golf course shall be considered as Commercial Recreation and require a special permit and site plan special permit from the Board of Selectmen.

- 3.5.17.7 If a special permit is sought for a golf course in a residential district that abuts a golf course in an adjacent town, the minimum tract of land size, length of golf course and number of holes shall not apply. In such instance, only tees, fairways, and greens may be located within the Town of Acton, and the special permit granting authority shall be the Planning Board.]

B. Insert a new section 6.3.1.17 as follows:

Golf Courses 10 spaces per hole, plus one space per employee on the largest shift, plus one space per 3 persons of the capacity of all other accessory indoor and outdoor facilities as determined by the Special Permit Granting Authority.

or take any other action relative thereto.

MOTION:

Mr. Foster moves to adopt the amendments set forth in the article.

MOTION CARRIES

TOTAL VOTE 269 YES 218 NO 51

ARTICLE 2 WEST ACTON VILLAGE AMENDMENTS (2/3 vote required)

To see if the Town will vote to amend the Acton zoning map and bylaw as follows: [Notes in italic print are not part of the Article but are intended for explanation only.]

- A. Zoning map: Rezone to West Acton Village (WAV) the following parcels of land identified by their 2000 Town Atlas map and parcel number: [Street addresses and present zoning designations are shown for reference purposes only.]

Map	parcel	present zoning	street address
F-2A	103	VR	531 Massachusetts Avenue
F-2A	104	VR	525 Massachusetts Avenue
F-2A	105	R-2	519 Massachusetts Avenue
F-2A	114	VR	537 Massachusetts Avenue

- B. Insert after the Table in section 5.5.2 the following new sentence:

"In the WAV District, the Board of Selectmen may grant a special permit allowing individual business or industrial establishments to exceed the maximum NET FLOOR AREA set forth herein, provided it can find that the granting of such a special permit will preserve or enhance the character of West Acton Village and will be neutral or beneficial to its business diversity."

MOTION:

Mr. Pearson moves to adopt the amendments set forth in the article.

MOTION LOST

TOTAL VOTE 254 YES 169 NO 85

ARTICLE 3 WIRELESS COMMUNICATION FACILITIES (2/3 vote required)

To see if the Town will vote to amend the Acton zoning bylaw as follows: [Notes in italic print are not part of the Article but are intended for explanation only.]

- A. Amend section 3.10 as follows:

1. Delete the first sentence of section 3.10.3 - Applicability, and replace it with:

"This section 3.10 shall apply only to reception and transmission facilities for the purpose of personal wireless communication services identified in the Federal Telecommunications Act of 1996." [Note - this sentence currently reads: This section 3.10 shall apply only to reception and transmission facilities for the purpose of personal wireless communication services.]

2. In section 3.10.5 - Categorical Exemptions, add a new subsection 3.10.5.1.c) as follows:

- c In addition, any new equipment owned by a personal wireless communication service provider may be mounted on a previously approved Wireless Communication Facility without a special permit, if there is no increase in height.

3. Delete section 3.10.6.4 and replace it with:

- 3.10.6.4 The Wireless Communication Facility shall be separated from any existing residential BUILDING by a horizontal distance that is at least twice the height of the facility, unless the residential BUILDING and the facility are located on the same LOT.

[Note - section 3.10.6.4 currently reads:

3.10.6.4 The Wireless Communication Facility shall be located a minimum distance from any existing residential BUILDING that is at least twice the height of the Facility, unless the residential BUILDING and the facility are located on the same LOT.]

4. Delete section 3.10.6.5 and replace it with:

- 3.10.6.5 Any Wireless Communication Facility that is not located in or on a BUILDING or STRUCTURE occupied or used for some other PRINCIPAL USE shall be designed to accommodate the maximum feasible number of users.

- a) The Planning Board may require the employment of all available technologies and antenna arrangements to minimize vertical space consumption, and require sufficient room and structural capacity for all necessary cables and antenna arrays.
- b) The Planning Board may require the owner of such facility to permit other wireless communication service providers to locate equipment on such facility upon payment of a reasonable charge, which shall be determined by the Planning Board if the parties cannot agree.
- c) The Planning Board may require that the equipment of all users

of a Wireless Communications Facility shall be subject to rearrangement on the facility if so directed by the Planning Board at a later time in its effort to maximize co-location of wireless service antennae. This may result in different vertical antennae locations, reduced vertical separation of antennae, and changes of antenna arrangements.

- d) The Planning Board may require that the equipment of all users of a Wireless Communications Facility shall be subject to relocation to another nearby facility if so directed by the Planning Board at a later time in its effort to maximize co-location of wireless service antennae. It may then order the removal of a facility after the relocation is completed.

[Note - section 3.10.6.5 presently reads: 3.10.6.5 Any Wireless Communication Facility that is not located in or on a BUILDING or STRUCTURE occupied or used for some other PRINCIPAL USE shall be designed to accommodate the maximum number of users technologically practical but not less than three. The Planning Board may require the owner of such Facility to permit other users to use such Facility upon payment of a reasonable charge, which shall be determined by the Planning Board if the parties cannot agree.]

5. Insert a new section 3.10.6.8 as follows:

- 3.10.6.8 No Wireless Communication Facility approved hereunder shall be used for the transmission of signals other than for personal wireless communication services, except that the Planning Board may approve or require the installation of other transmission devices owned, operated, or used by the Town of Acton or any of its agencies.

and renumber section 3.10.6.8 to section 3.10.6.9.

6. In section 3.10.6.8, Mandatory Special Permit Findings, (renumbered above to 3.10.6.9) delete subsections f), g) and h), and replace them with:

- f) is colored so that it will as much as possible blend in with its surroundings when viewed from residential BUILDINGS or public STREETS within 500 feet;
- g) is designed to accommodate the maximum number of users technologically feasible;
- h) is necessary because there is no other Wireless Communications Facility with available space or capacity, or within the targeted coverage area;

Note - these subsections currently read as follows: f) is colored so that it will, as much as possible, blend in with its surroundings when viewed from residential BUILDINGS or public STREETS within 500 feet; using, if necessary, different colors to blend in the facility as invisibly as possible with the landscape or buildings on the ground and the sky above the tree or BUILDING line; g) is designed to accommodate the maximum number of users technologically practical but not less than three; h) is necessary because the owner of an existing Wireless Communication Facility will not permit the applicant to place an additional Wireless Communication Facility in the same location;]

- B. In section 9A.7.1 add to 3.4.10 - 'Wireless Communication Facility' the following phrase:

"in accordance with the criteria and standards set forth in section 3.4.10 of this bylaw."

MOTION:

Mr. Millett moves to adopt the amendments set forth in the article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 4 HOUSEKEEPING - CORRECTIONS, CLARIFICATIONS, MINOR MODIFICATIONS (2/3 vote required)

To see if the Town will vote to amend the Acton zoning bylaw and map as follows: [Notes in italic print are not part of the Article but are intended for explanation only.]

- A. Zoning map: Rezone to R-2 the following parcels of land identified by their 2000 Town Atlas map and parcel number: [Street addresses and present zoning designations are shown for reference purposes only.]

Map	parcel	present zoning	street address
G-3	11	OP-2	342 Massachusetts Ave
G-3	12	OP-2	336 Massachusetts Ave
G-3	65-1	OP-2	13 Farmstead Way
G-3	65-2	OP-2	11 Farmstead Way
G-3	65-3	OP-2	14 Farmstead Way
G-3	65-4	OP-2	9 Farmstead Way
G-3	65-5	OP-2	12 Farmstead Way
G-3	65-6	OP-2	7 Farmstead Way
G-3	65-7	OP-2	10 Farmstead Way
G-3	65-8	OP-2	5 Farmstead Way
G-3	65-9	OP-2	3 Anders Way
G-3	65-10	OP-2	1 Anders Way
G-3	65-11	OP-2	5 Anders Way
G-3	65-12	OP-2	6 Farmstead Way
G-3	65-13	OP-2	6 Anders Way
G-3	65-14	OP-2	4 Anders Way
G-3	65-15	OP-2	4 Farmstead Way
G-3	65-16	OP-2	2 Farmstead Way, behind
G-3	65-17	OP-2	13 Farmstead Way, behind
G-3	69-1	OP-2	2 Farmstead Way
G-3	69-2	OP-2	2 Farmstead Way, behind
G-3	69-3	OP-2	2 Farmstead Way

- B. Zoning bylaw: In the Table of Principal Uses, line 3.6.2 - Distribution Plant, column TD, change N to SPS.
- C. Zoning bylaw: In the Table of Principal Uses, line 3.5.15 - Commercial Recreation, column ARC, change SPS to N.
- D. Zoning bylaw: In section 3.3.c), correct the section reference from 3.3.2.2.10 to 3.3.2.10. [Note: The newest edition of the zoning bylaw is already corrected as set forth herein.]
- E. Zoning bylaw: In section 4.3.7.2, Table 4.3.7.2 delete note (**) and replace it with:

(**) For the purpose of this table, buildable LOT shall mean a LOT as defined in this bylaw which meets or exceeds the dimensional requirements for a buildable LOT in the zoning district in which the land is located, or an area of Common Land which the Planning Board determines may be used for the disposal of wastewater effluent under sections 4.2, 4.4, 9, and 9B of this bylaw.

[Note (**) currently states: (**) For the purpose of this table buildable LOT shall mean a LOT that qualifies as a BUILDING LOT in the underlying zoning district in which it is located and Common Land as provided for in Sections 4.2, 4.4 and 9 of this Bylaw.]

F. Zoning bylaw: In section 5, Table of Standard Dimensional Regulations, delete footnotes (5) and (6), and replace them with:

(5) The minimum front yard to the sideline of STREETS other than Great Road shall be 30 feet. On LOTS with FRONTAGE on Great Road and in existence on or before February 15, 1990, where the 75-foot minimum front yard to the sideline of Great Road would exceed 30% of the LOT depth, the front yard may be reduced to 30% of that LOT depth, but not to less than 30 feet. Lot depth shall be measured in a line that is perpendicular to the Great Road sideline.

[Note - footnote (5) presently reads: (5) For LOTS in existence as of February 15, 1990, the minimum front yard shall be the lesser of 30% of the maximum LOT depth or 75 feet, but in no instance shall it be less than 30 feet.]

(6) If the LOT abuts a residential zoning district the minimum side and rear yard shall be 50 feet. On LOTS in existence on or before February 15, 1990 where the 50-foot minimum side or rear yard exceeds 20% of the LOT depth, the side or rear yard may be reduced to 20% of that LOT depth, but not to less than 30 feet. Lot depth shall be measured in a line that is perpendicular to the applicable side or rear LOT line.

[Note - footnote (6) currently reads: 6) If the LOT abuts a residential zoning district the minimum side and rear yard shall be 50 feet, except that for LOTS in existence as of February 15, 1990 the minimum rear yard shall be the lesser of 20% of the maximum LOT depth or 50 feet, but in no instance shall it be less than 30 feet.]

G. Zoning bylaw: In section 7.4.3.4.a) change the section reference 7.12.1.7 to 7.13.1.6.

H. Zoning bylaw: Delete section 7.12.1 and renumber sections 7.12.2 and 7.12.3 to become sections 7.12.1 and 7.12.2 respectively.

[Note - section 7.12.1 currently reads: Notwithstanding Section 7.2.5, the repainting of a non-conforming SIGN in different colors shall not constitute the ERECTING of a SIGN if such repainting brings the SIGN in compliance with Sections 7.4.1.2 and/or 7.4.1.3, as applicable.]

I. Zoning bylaw: In section 7.13.5 change the section references 7.12 to 7.13, and 7.12.1 to 7.13.1.

MOTION:

Mrs. Rosenzweig moves to adopt the amendments set forth in the article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 5 INTEGRATED PEST MANAGEMENT PROGRAM

(Majority Vote Required)

To see if the Town will vote to become a member in the Central Massachusetts Mosquito Control Project, pursuant to Massachusetts General Laws Chapter 252, Section 5A and other applicable sections of said law; and to authorize such annual assessments made pursuant to Chapter 252, Section 5A be deducted from the Cherry Sheets, or to take any other action relative thereto.

MOTION:

Mr. Benedict moves that the Town become a member of the Central Massachusetts Mosquito Control Project and authorize assessments for the expenses of such Project to be deducted from the amounts due to the Town from the Commonwealth, as set forth in the Cherry Sheets.

MOTION CARRIES

TOTAL VOTE 239 YES 124 NO 115

Mr. Hunter moves to dissolve this Special Town Meeting at 11:25 P. M.

MOTION CARRIES UNANIMOUSLY.

Tellers at this meeting.

William Cady	Ann Chang	Brewster Conant
Carolyn Gray	Cornelia Huber	Charles Husbands
Charles Kadlec	Ed Richter	Gail Sawyer
Ann Kadlec		

ANNUAL TOWN MEETING

Legend

**** Consent**

Submitted by Citizen Petition

Number of registered voters attending Town Meeting

April 2, 451 April 3, 456 April 4, 311 April 9, 449

The Moderator, Mr. MacKenzie, called the meeting to order on Monday April 2, 2001 at 7:00 PM. He introduced Reverend Edwin Parker, Reverend Edwin Parker gave the invocation.

Mr. MacKenzie introduced F. Doré Hunter, Chairman of the Board of Selectmen. Mr. Hunter introduced the members of the Board of Selectmen, the Town Manager, Town Counsel, Acting Town Clerk, Town Finance Director, Town Accountant and the Assistant Town Manager. Mr. Hunter also noted that this was the last meeting where Mr. Kabakoff would attend as a member of the Board of Selectmen and thanked Mr. Kabakoff for his years of service to the Town as Selectman. Mr. Hunter presented Mr. Kabakoff with picture of Acton Town Center.

Mr. MacKenzie then introduced Sidney Johnston, Chairman of the Finance Committee. Mr. Johnston introduced the members of the Finance Committee.

Mr. MacKenzie informed town meeting that they would be voting on the motions that are read, not the articles as written in the warrant. He then explained some basic rules and regulations of the town meeting.

MOTION: Mr. Whittier moves for this Annual Town Meeting of 2001 only, that the Town meeting operate under CH 39 Sec 15, (the Moderator is not required to count a 2/3 required vote.)

MOTION CARRIES UNANIMOUSLY

Mr. MacKenzie explained how the CONSENT CALENDAR was voted and proceeded to read the articles on the Consent Calendar:

MOTION: Mr. Hunter moves that the Town take up the 21 articles in the Consent Calendar on pages 20 and 21 of the warrant.

The Moderator reads the individual articles, 3, 4, 5, 6, 7, 8, 9, 10, 21, 22, 23, 24, 40, 43, 44, 45, 46, 47, 48, 49, 50,

CONSENT CALENDAR

ARTICLE

MOTION

- | | |
|------------|--|
| 3** | Elderly Tax Relief Reauthorize Chapter 73 of the Acts of 1986: Move that the Town continues to accept the provisions of Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions. |
| 4** | Council on Aging Van Enterprise Budget: Move that the Town raise and appropriate \$62,692 for the purpose of operating the Town of Acton Senior and Disabled Citizen Van service, and to raise such amount, \$43,700 be transferred from the Council on Aging Enterprise Fund and \$18,992 be raised and appropriated. |
| 5** | Nursing Enterprise Budget: Move that the Town appropriate \$430,083 for the purpose of operating the Public Health Nursing Service, and to raise such amount \$430,083 be transferred from the Nursing Enterprise Fund. |
| 6** | Septage Disposal Enterprise Budget: Move that the Town appropriate \$186,747 for the purpose of septage disposal, and to raise such amount, \$186,747 be transferred from the Septage Disposal Enterprise Fund. |
| 7** | NESWC Enterprise Budget: Move that the Town appropriate \$3,333,172 for the purpose of trash disposal, and to raise such amount, \$2,766,172 be transferred from the NESWC Enterprise Fund, and \$567,000 be raised and appropriated. |
| 8** | Sewer Enterprise Budget: Move that the Town appropriate \$906,591 for the purpose of operating the sewer system, and to raise such amount, \$906,591 be transferred from the Sewer Enterprise Fund. |
| 9** | Section 53E1/2 Self-Funding Programs: Move that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued for FY02 in the amounts and for the purposes set forth in the expense column of this article. |

10** **Plowing of Private Ways:** Move that the Town raise and appropriate \$12,500 to be expended by the Town Manager for plowing of private ways open to public use as designated by the Board of Selectmen.

Article 10 HELD

21** **Town Board Support — Special Projects:** Move that the Town raise and appropriate \$5,000 for the on-going expenses of the Acton-Boxborough Cultural Council.

22** **Amend Town Bylaw — Public Bidding:** Move that the Town delete Section D13 of the Town Bylaws (Public Bidding).

23** **Chapter 90 Highway Reimbursement Program:** Move that the Town Manager is authorized to accept Highway funds from all sources and such funds are hereby appropriated for highway purposes.

24** **Emergency/Disaster Aid Appropriations:** Move in the words of the article.

40** **Accept the Provisions of MGL Ch. 380 of the Acts of 2000:** Move in the words of the article.

43** **Amend Town Bylaws — 2/3 Vote Counts by Moderator:** Move in the words of the article.

44** **Sale of Foreclosed Properties:** Move in the words of the article.

45** **Street Acceptance:** Move that the Town accept as public ways the streets listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout.

46** **Acceptance of Land Gift — Tupelo Place Subdivision:** Move in the words of the article.

47** **Piper Road Drainage Easement:** Move in the words of the article.

48** **Repurchase Cemetery Lot — Mount Hope Cemetery, lot #77, Section 8:** Move in the words of the article.

49** **Repurchase Cemetery Lot — Mount Hope Cemetery, lot #27, Section 8:** Move in the words of the article.

50** **Cemetery Bylaw — Repurchase of Cemetery Lots:** Move in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY EXCEPT FOR ARTICLE 10 WHICH WAS HELD

ARTICLE 1 CHOOSE TOWN OFFICERS
(Majority Vote Required)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

Moderator	\$20.00 per Town Meeting session
Board of Selectmen	Chairman \$750.00 per year
	Member \$650.00 per year

, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town fix the compensation for elected officers as shown in the warrant.

MOTION CARRIES UNANIMOUSLY

Francis Joyner, Chairperson of the Elizabeth White Fund, nominates Cornelia O. Huber for the position of Trustee of the Elizabeth White Fund, term to expire 2004.

MOTION CARRIES UNANIMOUSLY

Edward M. Bennett, Trustee of the Fireman's Relief Fund of West Acton, nominates Forrest E. Bean, III for the position of Trustee of the Fireman's Relief Fund of West Acton, term to expire 2004.

MOTION CARRIES UNANIMOUSLY

William Klauer, Trustee of the Fireman's Relief Fund of West Acton, nominates Joseph A. Conquest for the position of Trustee of the Fireman's Relief Fund of West Acton, term to expire 2004.

MOTION CARRIES UNANIMOUSLY

Mabel Grekula, Trustee of the Charlotte Goodnow Fund, nominates Francis Moretti for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2004.

MOTION CARRIES UNANIMOUSLY

The Trustees of the West Acton Citizens' Library nominate Virginia Rhude for the position of Trustee of the West Acton Citizens' Library, term to expire 2004.

MOTION CARRIES UNANIMOUSLY

ARTICLE 2 HEAR AND ACCEPT REPORTS
(Majority Vote Required)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town accepts the reports of the various Town Officers and Boards as set forth in the 2000 Town Report and that the Moderator call for any other reports.

MOTION CARRIES UNANIMOUSLY

ARTICLE 3 ELDERLY TAX RELIEF - REAU-
THORIZE CHAPTER 73 OF THE
ACTS OF 1986**
(Majority Vote Required)

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 4 COUNCIL ON AGING VAN ENTER-
PRISE BUDGET**
(Majority Vote Required)

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 5 NURSING ENTERPRISE BUDGET**
(Majority Vote Required)

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 6 SEPTAGE DISPOSAL ENTERPRISE
BUDGET**
(Majority Vote Required)

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 7 NESWC ENTERPRISE BUDGET**
(Majority Vote Required)

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 8 SEWER ENTERPRISE BUDGET**
(Majority Vote Required)

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 9 SECTION 53E1/2 SELF-FUNDING PRO-
GRAMS**
(Majority Vote Required)

To see if the Town will vote, pursuant to Section 53E½ of Chapter 44 of the Massachusetts General Laws, to continue revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Inspectional Services, and Fire Department Fire Alarm Network, as noted below;

	Fund Balance 6/30/00	Revenue Fy 2002	Expense Fy 2002
School Department			
Douglas at Dawn/Dusk	\$ (3,600)	\$ 35,000	\$ 35,000
Merriam Mornings Afternoons/Summer	\$ (490)	\$ 35,000	\$ 35,000
Gates Amazing Morning /Afternoons	\$ 10,058.45	\$ 35,000	\$ 35,000

Historic District Commission	\$ 441.06	\$ 600	\$ 600
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Building Department (Includes fees for Micro Filming, Electrical Permits, Plumbing Permits Gas Permits, Sign Licenses and Periodic Inspection Fees)	\$ 43,395.90	\$ 135,100	\$ 135,096
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Sealer of Weights and Measures	\$ 927.47	\$ 7,605	\$ 6,840
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Health Department Food Service Inspections Hazardous Materials Inspections	\$ 16,291.13 \$ 42,930.45	\$ 22,000 \$ 21,500	\$ 21,171 \$ 20,911
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	Fund Balance 6/30/00	Revenue Fy 2002	Expense Fy 2002
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Fire Department Fire Alarm Network	\$ 59,358.53	\$ 45,000	\$ 35,030
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, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 10 PLOWING OF PRIVATE WAYS**
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$12,500, or any other sum, to be expended by the Town Manager for the costs associated with the plowing of private ways open to public use as designated by the Board of Selectmen, or take any other action relative thereto.

MOTION:

Mr. Kabakoff moves that the Town raise and appropriate \$12,500 to be expended by the Town Manager for plowing of private ways open to public use, as designated by the Board of Selectmen.

MOTION CARRIES

ARTICLE 11 BETTERMENT DEFERRAL – ACCEPT MASSACHUSETTS GENERAL LAW CHAPTER 80, SECTION 13B (Majority Vote Required)

To see if the Town will vote to accept Chapter 80, Section 13B, of the Massachusetts General Laws which provides that the Town may, upon the application of the owner, if such owner is eligible for an exemption under clause Forty-first A of Section 5 of Chapter 59, enter into a deferral and recovery agreement with respect to any assessment of a betterment or the balance of any assessment apportioned in accordance with the provisions of Chapter 80, Section 13, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town accepts Chapter 80, Section 13B, of the Massachusetts General Laws, as amended, which provides that the Town may defer betterments as allowed by this statute.

MOTION CARRIES UNANIMOUSLY

ARTICLE 12 BUDGET TRANSFER (Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, an amount of money to be used in conjunction with funds appropriated under the current fiscal year's budgets to be used during the current fiscal year, or make any other adjustments to the current fiscal year budgets and appropriations that may be necessary, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town take no action.

MOTION CARRIES UNANIMOUSLY

ARTICLE 13 TOWN OPERATING BUDGET (Majority Vote Required)

To see what sum of money the Town will raise and appropriate, or appropriate from available funds, to defray the necessary expenses of the departments, offices and boards of the Town, exclusive of the school budgets, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town Budget for the period July 1, 2001 to June 30, 2002, in the amount of \$15,708,268 be raised and appropriated in its entirety, except that \$690,000 be transferred from the Pension Reserve Fund and said fund to be closed out as of June 30, 2001, that \$69,435 be transferred from Cemetery Trust Funds for Cemetery Use, and that the Town Manager be authorized to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds received.

MOTION CARRIES

ARTICLE 14 NEW PERSONNEL (Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money for new departmental employees as listed below:

A.	Two New Police Officers	\$83,632
B.	One 29-Week Maintenance Person	\$15,387
C.	Memorial Library Additional Staff	\$23,580
	Total	\$122,599

, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town raise and appropriate \$122,599 to be expended by the Town Manager for the purpose of new personnel salaries and expenses as listed in this article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 15 PUBLIC SAFETY FACILITY (2/3 Vote Required)

To see if the Town will raise and appropriate, appropriate from available funds or borrow the sum of \$8,600,000.00, or any other sum, which shall be contingent upon the passage of a Proposition 2 ½ Debt Exclusion Override, to be expended by the Town Manager for the purpose of designing, constructing, originally equipping and furnishing a new public safety facility as well as for the removal of the existing police station, including costs incidental and related thereto, and to authorize the Town Manager to apply for, accept and expend any federal, state or other grants that may be available for the project, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town appropriate the sum of \$8,498,446, to be expended by the Town Manager for the

purpose of preparing design drawings, constructing, originally equipping and furnishing a new public safety facility, as well as removal of the existing police station, including costs incidental and related thereto, and to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$8,498,446 under Massachusetts General Laws, Chapter 44, Section 7; that the Town Manager is authorized to apply for and accept any Federal or other grants that may be available for this project; and that the Town Manager is authorized to take any other action necessary to carry out this project; and that the Town raise and appropriate \$83,500 for the payment of debt service and underwriting costs on such borrowing in fiscal year 2002; provided, however, that this vote shall not take affect until the Town votes to exempt from limitation on total taxes imposed by Massachusetts General Law, Chapter 59, Section 21C (Proposition 2 ½ so called) amounts required to pay the principal of, and interest on, the borrowing authorized by this vote.

MOTION:

Mr. Hunter moves to adjourn the Annual Town Meeting at 10:52 PM until after the dissolution of the Special Town Meeting on April 3, 2001 at the Acton-Boxborough Regional High School.

MOTION CARRIES UNANIMOUSLY

Moderator calls the adjourned session of the 2001 Annual Town Meeting to order at 8:08 PM on April 3, 2001

ARTICLE 16 T. J. O'GRADY MEMORIAL SKATE PARK (Majority Vote Required)

To see if the town will raise and appropriate or appropriate from available funds, the sum of \$80,000, or any other sum, to be expended by the Town Manager for the purpose of designing and constructing a skate park, including costs incidental and related thereto, and to authorize the Town Manager to apply for, accept and expend any Federal, State or other grants that may be available for the project, and to accept any funds that may be available from the T. J. O'Grady Memorial Skate Park Committee, or take any other action relative thereto.

MOTION:

Mr. Kabakoff moves that the Town raise and appropriate \$80,000 to be expended by the Town Manager for the purpose of designing and constructing a skate park, including costs incidental and related thereto, as described in the article; that the Town Manager is authorized to apply for, accept and expend any Federal, State or other grants that may be available for this project; that the Town Manager is authorized to accept and expend any funds that may be available from the T. J. O'Grady Memorial Skate Park Committee for this purpose; and that the

Town Manager is authorized to take any other action necessary to carry out this project..

MOTION CARRIES

RESOLUTION

Charles Kadlec moves to adopt the following resolution.

WHEREAS the existing Acton Police Station is inadequate for the current and future needs and for the efficient operation of our police department, and

WHEREAS the fire department response times for North Acton must be improved without delay but without adversely affecting the response times for the rest of the town, and

WHEREAS the citizens of Acton do not wish to close the existing fire stations, and

WHEREAS it is desirable to provide for a central police and fire dispatch capability, and

WHEREAS any plan to solve the above-described needs should be cost effective and should minimize the impact on property taxes, and

WHEREAS the proposal submitted to the voters by the Board of Selectmen under Article 15 of this Annual Town Meeting does not meet these objectives:

BE IT RESOLVED THAT

This Annual Town Meeting direct the Board of Selectmen to bring to a Special Town Meeting, before the end of this year (2001) a revised proposal, not to exceed \$ 7 million in total cost, which:

- 1 Is a complete plan to solve the needs of both the police and the fire departments now.
- 2 Provides a design for the space needed by our police department for the next ten years, approximately 22,000 square feet, and planned to allow further expansion if needed in the future, at the location of the existing Police Station.
- 3 Provides for a central (combined) police/fire dispatch at the Police Station, but does not plan for a combined police/fire facility at this or any other location.
- 4 Makes use of the existing Police Station.
- 5 Provides a design for a new Fire Station to improve fire department coverage for North Acton; this new Fire Station to be located near the intersection of Routes

27 and 2A on land already owned by the Town. In addition, the proposal should include improved office space for the fire department administration, and necessary renovations of the existing three Fire Stations.

AMENDMENT

Mr. Hunter moves to amend the resolution by adding words as shown in **bold italic**.

WHEREAS the existing Acton Police Station is inadequate for the current and future needs and for the efficient operation of out police department, and

WHEREAS the fire department response times for North Acton must be improved without delay but without adversely affecting the response times for the rest of the town, and

WHEREAS the citizens of Acton do not wish to close the existing fire stations **or change the manner in which the Acton fire department responds to fire alarms, even though they are aware of the existing OSHA "2 IN/2 OUT" rule and the proposed NFPA Standard 1710 Section 5.2.1 which would purport to require four fire fighters be on the first engine to reach a fire scene, believing that the current fire department response pattern will provide a sufficient initial number of fire fighters at a fire scene by means of the subsequently arriving apparatus, and**

WHEREAS the citizens of Acton are aware that increasing the number of active Fire Stations may require some undetermined increase in the number of fire fighters employed by the department, with attendant annual recurring costs, and

WHEREAS it is desirable to provide for a central police and fire dispatch capability, and

WHEREAS any plan to solve the above-described needs should be cost effective and minimize the impact on property taxes, and

WHEREAS the proposals submitted to the voters by the Board of Selectmen under Article 15 of this Annual Town Meeting does not meet these objectives:

BE IT RESOLVED THAT

This Annual Town Meeting direct the Board of Selectmen to bring to a Special Town meeting, before the end of this year (2001) a revised proposal **at a more reasonable cost, which:**

- 1 Is a complete plan to solve the needs of both the police and fire departments now **based on how Acton chooses to operate those departments.**

- 2 Provides a design for the space needed by our police department for the next ten years, approximately 22,000 **net** square feet, and planned to allow further expansion if needed in the future, at the location of the existing Police Station.
- 3 Provides for a central (combined) police/fire dispatch at the Police Station, but does not plan for a combined police/fire facility at this or any other location.
- 4 makes use of the existing Police Station **if further study finds such to be cost effective and efficient.**
- 5 Provides a design for a new Fire Station to improve fire department coverage for North Acton; this new Fire Station to be located near the intersection of Routes 27 and 2A on land already owned by the Town. In addition, the proposal should include improved office space for the fires department administration **adjacent to the central (combined) police/fire dispatch at the Police Station,** and necessary renovations of the existing three Fire Stations.

AMENDMENT CARRIES

ADMMENDED RESOLUTION IS LOST

ARTICLE 17 CAPITAL IMPROVEMENTS - FACILITIES AND EQUIPMENT (Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to be expended by the Town Manager for the replacement or improvement of facilities and equipment as listed below:

A.	Firefighters' Safety/Survival Equipment	\$35,000
B.	Desktop PC Replacement	\$20,000
C.	Public Works Roof Replacement	\$85,000
Total		\$140,000

, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town raise and appropriate \$140,000 to be expended by the Town Manager for the purpose of purchasing equipment and repairing facilities as listed in this article, and further that the Town Manager be authorized to sell, trade or dispose of equipment being replaced and to expend any proceeds received.

MOTION CARRIES UNANIMOUSLY

ARTICLE 18 CAPITAL IMPROVEMENTS - VEHICLES

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to be expended by the Town Manager for the purchase and replacement of vehicles as listed below:

A.	Fire Pumper Truck Replacement	\$240,000
B.	Roadside Mower	\$50,000
C.	Truck Replacement – One-Ton Dump Truck	\$19,272
D.	Replace Two Sanders	\$36,000
Total		\$345,272

, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town raise and appropriate \$345,272 to be expended by the Town Manager for the purpose of replacing vehicles and equipment as listed in this Article and that the Town Manager be authorized to sell, trade, or dispose of vehicles and equipment being replaced and to expend any proceeds received.

MOTION CARRIES UNANIMOUSLY

ARTICLE 19 ACTON DAY

(Majority Vote Required)

To see if the town will raise and appropriate, or appropriate from available funds, the sum of \$12,000, or any other sum, to be expended by the Town Manager for the expenses associated with production of an "Acton Day" Celebration at NARA Park, or take any other action relative thereto.

MOTION:

Mrs. Sikalis moves that the Town raise and appropriate \$12,000 to be expended by the Town Manager for the expenses for an "Acton Day" celebration at NARA Park.

MOTION CARRIES

ARTICLE 20 TOWN BOARD SUPPORT - EAST ACTON VILLAGE PLAN

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$25,000, or any other sum, to be expended by the Town Manager to study the East Acton area traffic conditions, or take any other action relative thereto.

MOTION:

Mrs. Williams moves that the Town raise and appropriate \$25,000 to be expended by the Town Manager for the purpose of studying the East Acton area traffic conditions.

MOTION CARRIES

MOTION:

Mr. Hunter moves to adjourn the Annual Town Meeting at 10:52 PM until April 4, 2001 at the Acton-Boxborough Regional High School auditorium at 7:00PM

MOTION CARRIES UNANIMOUSLY

ARTICLE 21 TOWN BOARD SUPPORT — SPECIAL PROJECTS**

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$5,000, or any other sum, to be expended by the Town Manager for the ongoing expenses of the Acton-Boxborough Cultural Council for programs in Acton, or take any other action relative thereto.

CONSENT MOTION:

Mr. Kabakoff moves that the Town raise and appropriate \$5,000 for the on-going expenses of the Acton-Boxborough Cultural Council.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 22 AMEND TOWN BYLAW - PUBLIC BIDDING**

(Majority Vote Required)

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 23 CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM**

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money for highway improvements under the authority of Chapter 90 of the Massachusetts General Laws, and any other applicable laws, or take any other action relative thereto.

CONSENT MOTION:

Mrs. Harting-Barrat moves that the Town Manager is authorized to accept Highway funds from all sources and such funds are hereby appropriated for highway purposes.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 24 EMERGENCY/DISASTER AID APPROPRIATIONS**
(Majority Vote Required)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other unusual occurrences during Fiscal Year 2002, or take any other action relative thereto.

CONSENT MOTION:

Mrs. Harting-Barrat moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

Zoning Districts	Minimum Lot	Minimum Lot	Minimum Lot	Minimum Front	Minimum Side &	Minimum Open	Maximum Floor
Maximum	Area	Frontage	Width	Yard	Rear	Space	Area
Height	in sq. ft.	in feet	in feet	in feet	Yard in feet	in percent	Ratio
KC 36	10,000	100	50	see	NR (6)	NR	0.40
				footnote (18) [30]			(15)

And delete footnote (15) and replace it with a new footnote (15) as follows:

- (15) Subject to section 5.6 of this bylaw, Special Provisions for the Kelley’s Corner District, which sets forth a series of dimensional and design requirements for developments on LOTS that exceed a FLOOR AREA RATIO of 0.10, and provides a special permit for developments on LOTS where the FLOOR AREA RATIO is in excess of 0.40 up to a FLOOR AREA RATIO of 0.60.

[Note: Footnote (15) currently reads as follows: (15) Subject to certain provisions in Section 5.6, Special Provisions for the Kelley’s Corner District.]

And add the following new footnote (18) as follows:

- (18) The minimum front yard measured from the sidelines of Massachusetts Avenue (Rt. 111), 1907 State Highway Layout, shall be 22 feet. The minimum front yard measured from the easterly sideline of Main Street (Rt. 27), 1953 County Layout north of Rt. 111 and 1958

Moderator calls the adjourned session of the 2001 Annual Town Meeting to order at 7:08 p.m. on April 4, 2001

ARTICLE 25 KELLEY’S CORNER – DIMENSIONAL REGULATIONS AND SPECIAL PERMIT
(2/3 Vote Required)

To see if the Town of Acton will vote to amend the Zoning Bylaw as set forth in this article [Notes in italic print are not part of the article but are intended for explanation only]:

- A. In the Table of Standard Dimensional Regulations of section 5, delete the line next to KC and replace it with a new line as follows [Note: the current dimensional regulation is indicated in italic print and brackets wherever changes are proposed]:

County Layout south of Rt. 111, shall be 26 feet. The minimum front yard measured from the westerly sideline of Main Street (Rt. 27), 1953 County Layout north of Rt. 111 and 1958 County Layout south of Rt. 111, shall be 16 feet. The minimum front yard from the easterly sideline of Prospect Street shall be 30 feet. The minimum front yard measured from the sideline of any other STREET, including any Secondary STREET required in section 5.6 of this bylaw, shall be 4 feet.

- B In section 5.6, Special Provisions for the Kelley’s Corner District, delete the lead-in paragraph of section 5.6.3 and replace it with the following:

“The following standards shall apply on all LOTS in the KC District if the proposed or existing FLOOR AREA RATIO exceeds 0.10. On any LOT in the KC District, if the FLOOR AREA RATIO of existing BUILDINGS exceeds 0.10, any alteration, reconstruction, extension, or structural change that increases the NET FLOOR AREA of the BUILDINGS shall be subject to section 8.3.5 of this Zoning Bylaw.”

[Note: The lead-in paragraph of section 5.6.3 currently reads as follows: "The following standards shall apply on all LOTS in the KC District where the FLOOR AREA RATIO exceeds 0.20."

C Amend section 8.3, Nonconforming Structures, as follows:

1. Delete subsection 8.3.2 and replace it with the following new section 8.3.2:

8.3.2 Changing a Nonconforming STRUCTURE — Except as provided in section 8.3.5, a nonconforming STRUCTURE may be altered, reconstructed, extended or structurally changed provided that such alteration, reconstruction, extension or structural change conforms to all the dimensional requirements of this Bylaw. Except as provided in section 8.3.5, a vertical extension of a nonconforming BUILDING, which does not expand the BUILDING horizontally so as to violate any applicable yard requirement, shall be deemed not to increase the nonconforming nature of the BUILDING and shall not require a special permit under Section 8.3.3.

[Note: Section 8.3.2 currently reads: 8.3.2 Changing a Nonconforming STRUCTURE - A nonconforming STRUCTURE may be altered, reconstructed, extended or structurally changed provided that such alteration, reconstruction, extension or structural change conforms to all the dimensional requirements of this Bylaw. A vertical extension of a nonconforming BUILDING, which does not expand the BUILDING horizontally so as to violate any applicable yard requirement, shall be deemed not to increase the nonconforming nature of the BUILDING and shall not require a special permit under Section 8.3.3.]

2. In subsection 8.3.3 insert the following phrase at the beginning of the first sentence:

" Except as provided in section 8.3.5, "

[Note: Section 8.3.3 currently reads: 8.3.3 A BUILDING, which is nonconforming with regard to any minimum yard requirement may be extended

horizontally within the dimension of its existing nonconformity by special permit from the Board of Appeals, provided that the extension otherwise conforms to all the dimensional requirements of this Bylaw, and provided further that the Board of Appeals finds that such an extension is not substantially more detrimental to the neighborhood than the existing nonconforming condition of the BUILDING.]

3. Insert a new subsection 8.3.5 as follows:

8.3.5 On any LOT in the KC District, if the FLOOR AREA RATIO of existing BUILDINGS exceeds 0.10, the following rules shall apply to the alteration, reconstruction, extension, and structural change of BUILDINGS:

8.3.5.1 No such BUILDINGS shall be extended in NET FLOOR AREA unless the LOT and BUILDINGS are brought into compliance with section 5.6.3.

8.3.5.2 Such BUILDINGS may be updated, repaired, improved, and rehabilitated to maintain safe conditions, access, and attractiveness, and to generally maintain their value and usable condition.

8.3.5.3 After demolition of any such BUILDINGS, they shall not be reconstructed or restored unless the LOT and BUILDINGS are brought into compliance with section 5.6.3.

4. Renumber the present subsection 8.3.5 to become subsection 8.3.6.

D. In section 5.6, Special Provisions for the Kelley's Corner District, insert a new section 5.6.4 as follows:

5.6.4 For any LOT in the Kelley's Corner District, the Board of Selectmen may grant a special permit allowing a FLOOR AREA RATIO above 0.40 up to 0.60. Such special permit shall be required in addition to a Site Plan Special Permit. The Board of Selectmen shall not grant such a special permit, unless it can find without exception that the proposed USE and development:

5.6.4.1. Is consistent with the Master Plan, and more specifically with the Kelley's Corner Specific Area Plan, June 1995, as amended, and the Kelley's Corner Business District Circulation

Plan, February 1997, revised January 2001, as amended.

- 5.6.4.2 Is in harmony with the purpose and intent of this bylaw, specifically with this section 5.6.
- 5.6.4.3 Will not be detrimental or injurious to the Kelley's Corner business district and the neighborhoods surrounding it.
- 5.6.4.4 Is appropriate for the site in question.
- 5.6.4.5 Complies with all applicable requirements of this bylaw.

In addition, the Board of Selectmen may impose conditions, safeguards, and limitations as further specified in section 10.3.6 of this bylaw, including its subsections.

[Note: Section 10.3.6 of the bylaw reads:

- 10.3.6 Special Permit Conditions – The Special Permit Granting Authority may impose such conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the Town including, but not limited to:
 - 10.3.6.1 Dimensional requirements greater than the minimum required by this Bylaw;
 - 10.3.6.2 Screening of parking areas or other parts of the premises from adjoining premises or from the STREET by specified walls, fences, plantings or other devices;
 - 10.3.6.3 Modification of the exterior features or appearances of the STRUCTURE(S);
 - 10.3.6.4 Limitation of size, number of occupants, method and time of operation, and extent of facilities;
 - 10.3.6.5 Regulation of number, design and location of ACCESS drives, drive-up windows and other traffic features;

- 10.3.6.6 Requirement of off-STREET parking and other special features;
- 10.3.6.7 Requirement for performance bonds or other security; and
- 10.3.6.8 Installation and certification of mechanical or other devices to limit present or potential hazard to human health, safety, welfare or the environment resulting from smoke, odor, particulate matter, toxic matter, fire or explosive hazard, glare, noise, vibration or any other objectionable impact generated by any given USE of land
- 10.3.6.9 Installation of sidewalks along the entire FRONTAGE of a LOT and of other walkways and paths as it deems necessary to accommodate the safe movement of pedestrians and bicyclists. Such a sidewalk or other walkways or paths may be located on the LOT or within the layout of the STREET and shall be designed to connect with existing sidewalks on adjacent LOTS, if any. Sidewalks, walkways or paths shall be designed and constructed according to standards established in the Town of Acton Subdivision Rules and Regulations, except when otherwise approved by the Special Permit Granting Authority.]

, or take any other action relative thereto.

MOTION:

Mrs. Rosenzweig moves in the words of the Article.

MOTION IS LOST	VOTE	YES 165	NO 104
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ARTICLE 26 KELLEY'S CORNER — STREET RESERVATIONS, SECONDARY STREETS, AND TRANSPORTATION INFRASTRUCTURE FUNDING
(2/3 Vote Required)

To see if the Town of Acton will vote to amend the Zoning Bylaw as set forth in this article [Notes in italic print are not part of the article but are intended for explanation only]:

- A. In section 5.6, Special Provisions for the Kelley's Corner District, delete the third and last sentences of the second paragraph of section 5.6.1, and replace them with the following new sentences:

"To support the growth and vitality of the center, higher density developments are required to provide land and funds for the construction of public street improvements within the Kelley's Corner District and surrounding areas. The regulations are intended to implement the Kelley's Corner Specific Area Plan, June 1995, as amended, and the Kelley's Corner Business District Circulation Plan, February 1997, revised January 2001, as amended.

The Kelley's Corner Business District Circulation Plan establishes a STREET hierarchy that designates Main Street (Route 27) and Massachusetts Avenue (Route 111) as Arterial STREETS and calls for a number of Secondary STREETS. It is one of the purposes of these provisions to ensure the future adequacy of the Arterial STREETS and to facilitate the creation of the Secondary STREETS. The standards for site and building design features vary relative to their disposition to Arterial and Secondary STREETS. Although STREETS are generally exempt from the provisions of this Zoning Bylaw, the requirements set forth herein shall apply to all land reserved for Arterial and Secondary STREETS and STREET improvements within the Kelley's Corner District."

[Note: The third and last sentences of the second paragraph of section 5.6.1 currently read as follows: In order to support the growth and vitality of the center, higher density developments are required to contribute to a fund for the construction of a centralized wastewater collection and treatment system serving the Kelley's Corner District and surrounding areas. The regulations are intended to implement the Kelley's Corner Plan as amended.]

- B. In section 5.6, Special Provisions for the Kelley's Corner District, insert a new section 5.6.3.6 as follows:

5.6.3.6 STREET Rights of Way - The Site Plan Special Permit Granting Authority shall require the reservation of strips of land for future STREET rights of way for all purposes for which STREETS and ways are used in the Town of Acton. The STREET rights of way shall not be built upon or used for any purpose except access to the remainder of the LOT and shall be reserved as set forth below:

- a) For additional Arterial STREET right of way width along Main Street (Rt. 27) and Massachusetts Avenue (Rt.

111) the STREET rights of way shall be reserved as follows:

- 1) 18 feet wide along both sides of Rt. 111 measured from the side-lines of the 1907 State Highway Layout, and adequate roundings at all intersections.
- 2) 22 feet wide along the easterly side of Rt. 27 measured from the sideline of the 1953 Rt. 27 County Layout north of Rt. 111 and from the sideline of the 1958 Rt. 27 County Layout south of Rt. 111, and adequate roundings at all intersections.
- 3) 12 feet wide along the westerly side of Rt. 27 measured from the sideline of the 1953 Rt. 27 County Layout north of Rt. 111 and from the sideline of the 1958 Rt. 27 County Layout south of Rt. 111, and adequate roundings at all intersections.

- b) For future Secondary STREETS in locations generally consistent with the Kelley's Corner Business District Circulation Plan of February 1997, amended in January 2001, the STREET rights of way shall be reserved as follows:

- 1) The strips of land shall be 40 feet wide and shall be widened to 50 feet where they are located within 120 feet of an intersection with Rt. 27 or Rt. 111, and there shall be adequate roundings at all intersections.
- 2) No portion of the strips of land shall be located within 100 feet of a residential zoning district.
- 3) In approving the location of the Secondary STREETS the Site Plan Special Permit Granting Authority shall require their appropriate horizontal and vertical alignment with existing STREETS, and adequate construction and grading easements to ensure proper and practical

connections or continuations to existing or future Secondary STREETS on adjacent LOTS.

- 4) If a Secondary STREET will divide LOTS that are undivided at the time of the application for a Site Plan Special Permit, the Site Plan Special Permit Granting Authority shall encourage a unified site design that integrates the Secondary STREET as much as possible in the overall site plan. Except for setbacks from the Secondary STREETS that are required for STRUCTURES and parking lots, zoning compliance shall be determined based on the undivided LOTS in existence at the time of the Special Permit application.

- 5) Any new STREET created in the Kelley's Corner District shall be laid out consistent with the Kelley's Corner Business District Circulation Plan and shall be subject to the requirements set forth herein.

- c) Where such additional STREET rights of way are reserved, the FLOOR AREA RATIO on the remaining land shall be calculated by including them in the DEVELOPABLE SITE AREA, including any easements granted then or previously for the same purpose.
- d) The Site Plan Special Permit Granting Authority may require the conveyance of the STREET rights of way to the Town of Acton, subject to acceptance by Town Meeting. The Site Plan Special Permit Granting Authority may impose appropriate conditions and require adequate surety to ensure compliance with this requirement.

C. In section 5.6, Special Provisions for the Kelley's Corner District, insert a new section 5.6.3.7 as follows:

5.6.3.7 Secondary Streets — The Site Plan Special Permit Granting Authority may require the construction of Secondary STREETS, or portions thereof, in the STREET rights of way reserved for this purpose and located on

and adjacent to the LOT that is subject to the Site Plan Special Permit.

- a) The gravel bases and pavement layers used in the construction of the Secondary STREETS shall conform to the typical structural section of the Town of Acton Subdivision Rules and Regulations.
- b) All Secondary STREETS shall include sidewalks, at least 8 feet wide, on at least one side as determined by the Site Plan Special Permit Granting Authority.
- c) All secondary STREETS shall incorporate adequate controls to minimize speeding of vehicles including appropriate traffic control signs and traffic-calming devices.
- d) In all other respects the design of the Secondary STREETS shall conform with the Town of Acton Subdivision Rules and Regulations to the extent possible and practical as determined by the Site Plan Special Permit Granting Authority.
- e) When considering development plans, the Site Plan Special Permit Granting Authority shall give due consideration to the integration of Secondary STREETS with development sites to avoid duplication of travel lanes within and outside of parking lots, and generally to maximize the efficient and safe use of the sites.
- f) Secondary STREETS shall be constructed to align horizontally and vertically so that proper and practical connections or continuations can be made to existing or future Secondary STREETS on adjacent LOTS.

D. In section 5.6, Special Provisions for the Kelley's Corner District, delete section 5.6.3.5 in its entirety and replace it with:

5.6.3.5 Public Infrastructure Funding Assistance - The Site Plan Special Permit Granting Authority may require a contribution in the amount of up to \$2.50 per square foot of NET FLOOR AREA in excess of a FLOOR AREA RATIO 0.20. Said contribution shall be made

to the Town of Acton for deposit into a fund to be used for the design and construction of new and expanded public STREET infrastructure in the Kelley's Corner District and adjacent areas generally in accordance with the Kelley's Corner Business District Circulation Plan, including the acquisition of necessary land, rights of way, or easements, and the payment of any debt incurred by the Town of Acton for such purposes.

- a) The contributions towards public STREET infrastructure may be waived or reduced to reflect the cost of new or expanded public STREET infrastructure, including the provision of Secondary STREETS, that is provided by the owner in the course of site development or redevelopment in accordance with the Kelley's Corner Business District Circulation Plan and approved by the Site Plan Special Permit Granting Authority. No reductions shall be given for the construction of sidewalks and other pedestrian amenities required under this bylaw.
- b) On any LOT where the FLOOR AREA RATIO existing on or before April 2, 2001 exceeds 0.20, the contributions calculated pursuant this section shall be based on the difference between the existing NET FLOOR AREA and the proposed NET FLOOR AREA.

[Note: Section 5.6.3.5 currently reads as follows: 5.6.3.5

Wastewater Infrastructure - The Site Plan Special Permit Granting Authority shall require a contribution in the amount of \$2.50 per square foot of NET FLOOR AREA in excess of FLOOR AREA RATIO 0.20. Said contribution shall be made to the Town of Acton for deposit into a fund to be used for the design and construction of a centralized wastewater collection, treatment and disposal system serving the Kelley's Corner District and other areas within the Town of Acton, including the acquisition of necessary land or easements, or for the payment of any debt incurred by the Town of Acton for such purposes. On any LOT where the FAR existing on or before April 1,

1996 exceeds 0.20, the contributions calculated pursuant this section shall be based on the difference between the existing NET FLOOR AREA and the proposed NET FLOOR AREA.]

- E. In section 5.3.2, special provisions for the Residence A and AA districts and multifamily dwellings, insert in subsection 5.3.2.2 new paragraphs a) and b) as follows:

- a) When granting a Site Plan Special Permit for a Multifamily Dwelling on a LOT in the R-AA District, the Site Plan Special Permit Granting Authority shall require an 12-foot wide STREET right of way reservation along the westerly side of Main Street (Rt. 27), measured from the sideline of the 1953 County Layout, and an 18-foot wide STREET right of way reservation along the northerly side of Massachusetts Avenue (Rt. 111), measured from the sideline of the 1907 State Highway Layout. The maximum allowed number of DWELLING UNITS on such LOT shall be calculated by including all such rights of way reservations in the LOT area. The minimum front yards shall be measured from the sidelines of said 1953 and 1907 layouts respectively. The Site Plan Special Permit Granting Authority may require the conveyance of the STREET rights of way to the Town of Acton, subject to acceptance by Town Meeting, and may impose appropriate conditions and require adequate surety to ensure compliance with this requirement.

- b) No LOT in R-AA District with FRONTAGE on Main Street or Massachusetts Avenue shall measure less than 20,000 square feet unless the rights of way reservations described in the preceding paragraph a) have been conveyed to the Town of Acton. The rights of way reservations required hereunder shall count as area for such LOT.

[Note: Section 5.3.2.2 currently reads as follows: 5.3.2.2 In the R-AA District, residential USES may be established at a density of up to fifteen DWELLING UNITS per acre, subject to the standards set forth in the Table of Standard Dimensional Regulations.]

, or take any other action relative thereto.

MOTION:

Mrs. Rosenzweig moves to take no action.

**MOTION TO TAKE NO ACTION CARRIES
UNANIMOUSLY**

ARTICLE 27 KELLEY'S CORNER — SIDEWALKS, BUILDING DESIGN, AND PROTECTION OF RESIDENTIAL DISTRICTS
(2/3 Vote Required)

To see if the Town of Acton will vote to amend section 5.6 of the Zoning Bylaw, Special Provisions for the Kelley's Corner District, as follows [Notes in italic print are not part of the article but are intended for explanation only]:

A. Delete section 5.6.3.1 and replace it with the following new section:

5.6.3.1 The Sidewalk - Sidewalks shall be installed along the LOT'S FRONTAGE on a STREET or STREETS as follows:

- a) Along the FRONTAGE of the Arterial STREETS, sidewalks shall be at least 10 feet wide. They shall be separated from automobile travel lanes with an 8 foot wide buffer that is planted with shade trees generally at 40-45 foot intervals and with other landscaping elements. The buffer strips may also contain other STREET design elements and may consist in part of on-STREET vehicular parking spaces or bus and taxi boarding areas.
- b) Along the FRONTAGE of at least one side of the Secondary STREETS and of Prospect Street as determined by the Site Plan Special Permit Granting Authority. Such sidewalks shall be at least 8 feet wide, but no buffer shall be required from the automobile travel lanes.
- c) All such sidewalks shall be installed within the STREET layout or within easements reserved for all purposes for which STREETS and ways are used in the Town of Acton.
- d) All such sidewalks shall be installed with concrete walking surfaces and vertical granite curbing. No bituminous concrete surfaces or curbing shall be allowed. The Site Plan Special Permit Granting Authority may require surface inlays of other materials intended to create interesting designs in walking areas.

[Note: Section 5.6.3.1 currently reads as follows: 5.6.3.1 The Sidewalk - A sidewalk shall be provided along the LOT'S FRONTAGE on a STREET or STREETS. The sidewalk shall be at least 10 feet wide. Sidewalks may be located wholly or partially within the STREET layout. The sidewalk shall be separated from the vehicular roadway with a landscaped buffer at least 10 feet wide, which shall consist of shade trees placed at 40-45 foot intervals and other landscaping or STREET design elements, and which may consist in part of on-STREET vehicular parking spaces.]

B. Delete section 5.6.3.2.c) and replace it with a new section 5.6.3.2.c) as follows:

- c) The pedestrian plaza shall be next to the Arterial STREET sidewalk and shall be open on one or more sides to the sidewalk.

[Note: Section 5.6.3.2.c) currently reads: c) The pedestrian plaza shall be next to the STREET and sidewalk, and shall be open on one or more sides to the sidewalk.]

C. Amend section 5.6.3.4 as follows:

1. Delete section 5.6.3.4 a) in its entirety and replace it with a new section 5.6.3.4.a) as follows:

5.6.3.4 a) At least 60 percent of the FRONTAGE of the LOT facing an Arterial STREET, measured as a percentage of linear feet of the LOT FRONTAGE, shall be occupied by BUILDINGS or by a pedestrian plaza that are located within 40 feet of the Arterial STREET sideline. For the purpose of this section the sidelines of Massachusetts Avenue (Rt. 111) shall be defined by its 1907 State Highway Layout, and the sidelines of Main Street (Rt. 27) shall be defined by its 1953 County Layout north of Rt. 111 and its 1958 County Layout south of Rt. 111. A reduction of this requirement to 50 percent of the Arterial STREET FRONTAGE of a LOT may be allowed provided the Site Plan Special Permit Granting Authority finds that the alternative design features are

consistent with section 5.6.1 of this Bylaw.

[Note: Section 5.6.3.4 a) currently reads as follows: 5.6.3.4 a) At least 60 percent of the front side of a LOT facing a STREET, measured in percentage of linear feet of the LOT FRONTAGE, shall be occupied by BUILDINGS or by a pedestrian plaza that are located within 40 feet of the STREET sideline. A reduction of this requirement to 50 percent of the front side of a LOT may be allowed provided the Site Plan Special Permit Granting Authority finds that the alternative design features are consistent with section 5.6.1 of this Bylaw.]

2. Delete the first sentence of sub-section 5.6.3.4 c) and replace it with: "BUILDING facades facing Arterial STREETS or pedestrian plazas, and BUILDING facades facing Secondary STREETS and situated within 30 feet of such Secondary STREETS are referred to herein as the BUILDING front(s) or front facade(s)."

[Note: Sub-section 5.6.3.4 c) currently reads as follows: 5.6.3.4.c) BUILDING facades facing STREETS or pedestrian plazas are also referred to herein as the BUILDING front(s) or BUILDING front facade(s). Such BUILDING fronts shall have a vertical orientation, meaning either that the BUILDING shall actually have a greater height than width, or that the facades and roof lines of the BUILDING are designed to reduce the massing and bulk so that it appears as a group of smaller masses with a distinct vertical orientation.]

3. In the last sentence of sub-section 5.6.3.4 d) insert the word "contiguous" between "50" and "feet".

[Note: Sub-section 5.6.3.4 d) currently reads as follows: 5.6.3.4.d) The BUILDING front facades shall be articulated to achieve a human scale and interest. The use of different TEXTURES, shadow lines, detailing and contrasting shapes is required. Not more than 50 feet of a BUILDING front shall be in the same vertical plane.]

4. In section 5.6.3.4 n) delete the words "Two or three story BUILDINGS, or two or three story portions of a BUILDING" and replace them with: "Multistory BUILDINGS, or multistory portions of BUILDINGS".

[Note: Sub-section 5.6.3.4 n) currently reads as follows: 5.6.3.4.n) Roofs shall be gabled with a minimum pitch of 9/12 (9" vertical for every 12" horizontal) and have overhanging eaves of at least one foot. Two or three story BUILDINGS, or two or three story portions of a BUILDING, may have a flat roof provided that the tops of the BUILDING front facades are treated with an articulated cornice, dormers, or other architectural treatment that appears an integral part of the BUILDING from all visible sides of the BUILDING.]

- D. Insert new sections 5.6.3.8, 5.6.3.9, 5.6.3.10, and 5.6.3.11 as follows:

5.6.3.8 Buffers — Except for walkways and bikeways, no BUILDING, STRUCTURE, parking lot, driveway, STREET, pavement, or other improvement shall be located within 50 feet of an adjacent residential zoning district. This 50-foot buffer shall be landscaped to be substantially opaque and shall be designed to reduce noise and other impacts on adjacent DWELLINGS. To achieve its purpose, fences, berms, and walls may be installed in the 50-foot buffer in combination with trees, shrubs, and ground covers.

5.6.3.9 Structured Parking - Except for single story garages serving residential USES, no vehicle parking STRUCTURE shall be located between a Secondary STREET and a residential zoning district.

5.6.3.10 Utilities - All utility lines shall be installed underground.

5.6.3.11 Additional Conditions - The Site Plan Special Permit Granting Authority shall require appropriate limitations on the hours of operation, the time of truck deliveries, truck parking, noise, and illumination throughout the Kelley's Corner District, and it may require additional measures to buffer, screen, and protect abutting properties in residential districts.

, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig moves to take no action.

**MOTION TO TAKE NO ACTION CARRIES
UNANIMOUSLY**

**ARTICLE 28 KELLEY’S CORNER — VEHICLE
 PARKING REQUIREMENTS**
 (2/3 Vote Required)

To see if the Town of Acton will vote to amend the Zoning Bylaw as set forth in this Article [Notes in italic print are not part of the article but are intended for explanation only]:

A In section 5.6, Special Provisions for the Kelley’s Corner District, delete section 5.6.3.3 in its entirety and replace it with:

5.6.3.3 Driveways and Parking Lots —

- a) Except as provided herein, the Site Plan Special Permit Granting Authority shall require that vehicular ACCESS to all LOTS and parking areas is provided exclusively from Secondary STREETS. If such ACCESS is not available, the Site Plan Special Permit Granting Authority may allow one ACCESS driveway directly from an Arterial STREET, until such time when vehicular ACCESS is available from a Secondary STREET. In cases involving such an approval of a temporary vehicular ACCESS from an Arterial STREET, the Site Plan Special Permit Granting Authority shall require that the parking areas and interior driveways be designed to permit vehicular ACCESS from a Secondary STREET, and that the Arterial STREET ACCESS be closed as soon as vehicular ACCESS is available from a Secondary STREET.

- b) No driveway or parking lot shall be located in the portion of a LOT that is directly in front of a BUILDING as seen from an Arterial STREET, whether or not the BUILDING is located on the same LOT as the driveway or parking lot. However, driveways and parking lots may be located in the front of a BUILDING as seen from an Arterial STREET, if both of the following conditions exist:

 The distance of the BUILDING to any Arterial STREET is at least 200 feet.

The majority of the horizontal dimension of such BUILDING is located in the rear of another BUILDING measured in a perpendicular line from an Arterial STREET.

- c) No driveway or parking lot shall be located in the portion of a LOT that is directly in front of a required pedestrian plaza as seen from an Arterial STREET.

- d) No driveway or parking lot shall intersect or be mixed with a pedestrian plaza.

- e) As viewed from an Arterial STREET, vehicular driveways and parking lots shall only be located to the side or rear of BUILDINGS, except as provided in subsection b) above, and to the side or rear of pedestrian plazas.

- f) In all other respects, driveways and parking lots shall be designed in compliance with sections 6.9.3.5 and 6.9.3.6.

[Note: Section 5.6.3.3 currently reads as follows: 5.6.3.3 Driveways and Parking Lots - a) No driveway or parking lot shall be placed in the portion of a LOT that is directly in front of a BUILDING as seen from a STREET, whether or not the BUILDING is located on the same LOT as the driveway or parking lot, except that a driveway and parking lot may be placed in the front of a BUILDING that is located in the rear of another BUILDING when viewed from a STREET. No driveways or parking lots shall be located between a pedestrian plaza and a STREET, nor shall any driveway or parking lot intersect or be mixed with a pedestrian plaza. b) Vehicular driveways and parking lots may be located to the side and rear of BUILDINGS or to the rear of a pedestrian plaza.]

B In section 6.9.3, special provisions for parking in the Kelley’s Corner District, delete section 6.9.3.1 and replace it with the following new section 6.9.3.1:

- 6.9.3.1 Required off-STREET parking for a USE shall be required on the same LOT as the USE, or on any LOT within the Kelley's Corner District that is on the same side of all Arterial STREETS as the USE.

[Note: Section 6.9.3.1 currently reads as follows: 6.9.3.1 Required off-STREET parking for a USE may be provided on any LOT within the Kelley's Corner District, but not necessarily on the same LOT as the USE.]

- C. Delete section 6.9.3.3 and replace it with the following new section 6.9.3.3:

6.9.3.3 Number of Parking Spaces —

- a) Minimum Requirements — The minimum number of required parking spaces shall be 70% of the requirements in section 6.3.1. In the case of collective use of a parking facility in accordance with section 6.9.3.4, the minimum number of required parking spaces shall be 50% of the requirements in section 6.3.1.
- b) Limitation on Surface Parking — The maximum number of surface parking spaces shall be 70% of the requirements in section 6.3.1, but additional parking spaces may be provided as structured parking within BUILDINGS or STRUCTURES.

[Note: Section 6.9.3.3 currently reads as follows: 6.9.3.3 Number of Parking Spaces - The minimum number of required parking spaces shall be 70% of the requirements in section 6.3.1. In the case of collective use of a parking facility in accordance with section 6.9.3.4, the minimum number of required parking spaces shall be 50% of the requirements in section 6.3.1.]

- D. Delete section 6.9.3.5 and replace it with the following new sections 6.9.3.5 and 6.9.3.6:

- 6.9.3.5 Design Requirements for Parking Lots — Off-STREET parking spaces, except parking spaces serving a single to four-FAMILY residential USE or an Assisted Living Residence with ten or less residents, shall either be contained within a BUILDING or STRUCTURE or shall comply with the following requirements:

- a) Required parking spaces, ACCESS driveways, and interior driveways shall be provided and maintained with suitable grading, paved surfaces, adequate drainage, and landscaping as required in section 6.9.3.6.
- b) ACCESS, interior, and common driveways for two-way traffic shall be twenty-four feet wide. ACCESS, interior, and common driveways for one-way traffic shall be fourteen feet wide.
- c) Setbacks — Except where parking lots established in accordance with section 6.9.3.4 cross over LOT lines, all parking spaces and paved surfaces other than ACCESS driveways or common driveways shall be set back a minimum of five (5) feet from any LOT lines. In addition, no parking spaces and paved surfaces other than ACCESS driveways or common driveways shall be located within the minimum front yard set forth in the Table of Standard Dimensional Regulations, and no parking spaces or driveways of any kind shall be within 50 feet of an abutting residential zoning district.

- 6.9.3.6 Landscaping Requirements for parking lots — Parking lots shall include a landscaped area equal to a minimum of five percent of the area of the parking lot.

- a) Shade trees — One shade tree shall be provided for each two thousand (2000) square feet or less of pavement area. Each shade tree shall be from a deciduous species that is rated for USDA Hardiness Zone 5 and is expected to reach at least 20 feet in height at maturity; be seven feet in height with a trunk caliper size of at least 3/4 inches at the time of planting; and be surrounded by a landscaped area of one hundred square feet or more to accommodate the root system of the tree. The Site Plan Special Permit Granting Authority may require additional landscaping to better screen the parking lot from the STREET and adjacent residential districts.
- b) Perimeter Planting Strip — Parking lots adjacent to STREETS, sidewalks, paths or ACCESS driveways shall include a

perimeter planting strip at least seven and one-half feet wide. However, if the planting strip is protected from vehicular damage with barriers that are raised at least twelve inches above the surface of the parking lot or with bollards or balustrades, the width of the planting strip may be reduced to five feet. Said planting strip shall feature a physical separation between the parking lot and adjacent ways of at least two and one-half feet in height. This physical separation may be created with plantings, walls, or fencing (other than chain link or smooth concrete) or a combination of plantings and fencing. Not more than twenty percent of this perimeter planting strip shall be impervious.

- c) Plantings — Plantings for landscaped areas shall include a mixture of flowering and decorative deciduous and evergreen trees and shrubs and shall be planted with suitable ground cover.
- d) Sight Distance — All landscaping along any STREET FRONTAGE shall be placed and maintained so that it will not obstruct sight distance.
- e) Protection of Landscaped Areas — Landscaped areas shall be planted and protected in such a manner that vehicles are not likely to damage the plantings.

[Note: Section 6.3.9.5 currently reads as follows: 6.9.3.5 Design Requirements and Landscaping — Off-STREET parking spaces, except spaces serving a single or two FAMILY residential USE, shall either be contained within a BUILDING or STRUCTURE, or be provided in accordance with the design requirements of section 6.7 including all its subsections. In addition, no parking space or other paved surface, other than walkways and bike ways, shall be located within 20 feet of an abutting residential zoning district.]

- E. Delete section 8.4, Nonconforming Parking, and replace it with a new section 8.4 as follows:

8.4 Nonconforming Parking — This Bylaw shall not be deemed to prohibit the continued USE of any

land or STRUCTURE that is nonconforming with respect to parking requirements. However, in the Kelley's Corner District, parking lots shall comply with sections 5.6.3.3 and 6.9.3 of this Bylaw, if any increase in NET FLOOR AREA on a LOT results in a FLOOR AREA RATIO above 0.10, regardless of the FLOOR AREA RATIO in existence before the increase.

[Note: Section 8.4 presently reads: 8.4 Nonconforming Parking — This Bylaw shall not be deemed to prohibit the continued USE of any land or STRUCTURE that is nonconforming with respect to parking requirements.]

, or take any other action relative thereto.

MOTION: Mrs. Rosenzweig moves to take no action.

MOTION TO TAKE NO ACTION CARRIES UNANIMOUSLY

ARTICLE 29 KELLEY'S CORNER — USE REGULATION (2/3 Vote Required)

To see if the Town of Acton will vote to amend the Zoning Bylaw as follows:

- A. In section 3, Table of Principal Uses amend column KC as follows [The current use regulation is indicated in italic print and brackets]:

PRINCIPAL USES		KC
3.3.1	Single FAMILY Dwelling	N [Y]
3.3.4	Multifamily Dwelling	SPS [N]

- B. In section 3.5.6, add the following sentence:

"The limit of four DWELLING UNITS shall not apply in the Kelley's Corner District."

[Note: Section 3.5.6 currently reads: 3.5.6 Combined Business and Dwelling — A LOT used for business USES and for not more than four DWELLING UNITS except as otherwise provided for in the NAV and EAV Districts. Business USES and DWELLING UNITS may in the same BUILDING or in separate BUILDINGS.]

, or take any other action relative thereto.

MOTION:

Mrs. Rosenzweig moves to take no action.

**MOTION TO TAKE NO ACTION CARRIES
UNANIMOUSLY**

**ARTICLE 30 ACTON PUBLIC SCHOOLS BUDGET
(Majority Vote Required)**

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$16,889,589, or any other sum, to defray the necessary expenses of the Local Schools, or take any other action relative thereto.

MOTION:

Mr. Coppolino moves that the Acton Public School Budget for the period July 1, 2001 to June 30, 2002, in the amount of \$16,863,808, be raised and appropriated in its entirety.

MOTION CARRIES

**ARTICLE 31 ACTON PUBLIC SCHOOLS SEWER
CONNECTION PROJECT
(Majority Vote Required)**

To see if the Town will vote to appropriate a sum of money for the purpose of connecting the Merriam School Building to the municipal sewer collection system, and for the purchase of equipment, including any architects' fees and engineering fees and other costs incidental thereto and determine whether such appropriation shall be raised and appropriated, or appropriated from available funds, or take any other action relative thereto.

MOTION:

Mr. Coppolino moves that the Town raise and appropriate \$84,000 to be expended by the Acton School Committee for the purposes set forth in the Article, and to raise such amount, \$84,000 be transferred from Free Cash.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 32 ACTON PUBLIC SCHOOLS CAPITAL
IMPROVEMENT PROJECTS
(Health & Safety, Maintenance and
Technology)
(Majority Vote Required)**

To see if the Town will vote to appropriate a sum of money for the purpose of remodeling and making extraordinary repairs to the Conant, Douglas, Gates and Merriam Schools, and for the purchase of equipment, including any architects' fees and engineering fees and other costs incidental thereto and determine whether such appropriation shall be raised and appropriated, or appropriated from available funds, or take any other action relative thereto.

MOTION:

Mr. Coppolino moves that the Town raise and appropriate \$247,080 to be expended by the Acton School Committee for the purposes set forth in the Article, and to raise such amount, \$144,221 shall be raised and appropriated and \$102,859 shall be transferred from Free Cash.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 33 ACTON-BOXBOROUGH REGIONAL
SCHOOL ASSESSMENT
(Majority Vote Required)**

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$14,616,299, or any other sum, to defray the necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

MOTION:

Mrs. Ashton moves that the Acton-Boxborough Regional School Assessment for the period July 1, 2001 to June 30, 2002, in the amount of \$14,616,299, be raised and appropriated in its entirety.

MOTION CARRIES

**ARTICLE 34 ACTON-BOXBOROUGH REGIONAL
SCHOOLS SEWER CONNECTION
PROJECT
(Majority Vote Required)**

To see if the Town will vote to appropriate a sum of money for the purpose of connecting the Acton-Boxborough Regional School District Senior High School and the Maintenance Building to the municipal sewer collection system, and for the purchase of equipment, including any architects' fees and engineering fees and other costs incidental thereto and determine whether such appropriation shall be raised by taxation or transfer from available funds, or take any other action relative thereto.

MOTION:

Mrs. Ashton moves that the Town raise and appropriate \$38,141 to be expended by the Acton-Boxborough Regional School Committee for the purposes set forth in the Article, and to raise such amount, \$38,141 be transferred from Free Cash.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 35 ACTON-BOXBOROUGH REGIONAL
SCHOOLS CAPITAL IMPROVEMENT
PROJECTS (Health & Safety, Maintenance)
(Majority Vote Required)**

To see if the Town will vote to appropriate a sum of money to the Acton-Boxborough Regional School District for the purpose of remodeling and making extraordinary repairs to the regional schools' property, and for the purchase of equipment at the High School, including any architects' fees, engineering fees and other costs incidental thereto and determine whether such appropriation shall be raised by taxation or transfer from available funds, or otherwise, or take any other action relative thereto.

MOTION:

Mrs. Ashton moves that the Town raise and appropriate \$48,528 to be expended by the Acton-Boxborough Regional School Committee for the purposes set forth in the Article.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 36 MINUTEMAN REGIONAL SCHOOL
ASSESSMENT
(Majority Vote Required)**

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$869,540, or any other sum, to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

MOTION:

Mr. Olmstead moves that the Town raise and appropriate \$869,540 for the purpose of funding the assessment of the Minuteman Regional Vocational Technical School District for the period July 1, 2001 to June 30, 2002.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 37 RESOLUTION FOR TOWNE BUILD-
ING REUSE
(Majority Vote Required)**

To see if the Town will affirm the decision by the School Committee to demolish the Towne School Building and to reuse that property for educational purposes and to approve the use of funds previously appropriated for this purpose by vote of the Town Meeting on December 1, 1998, or take any other action relative thereto.

MOTION:

Mrs. Altieri moves that the Town affirms the decision of the School Committee to demolish the Towne School Building and to reuse the property for educational purposes, and that funds previously appropriated for this purpose by vote of the December 1, 1998 Special Town Meeting be utilized for the demolition costs.

The motion is second and in discussion.

MOTION:

Mrs. Stuntz moves to adjourn the Annual Town Meeting at 11:45 PM until April 9, 2001 at 7:00 PM at the Acton-Boxborough Regional High School auditorium.

MOTION CARRIES

Moderator calls the adjourned session of the 2001 Annual Town Meeting to order at 7:00 PM on April 9, 2001

The Moderator gave a short recap of where the Town Meeting was at the time of adjournment on April 4, 2001. He then read Article 37 and the motion and continued with the floor discussion.

MOTION IS LOST

RESOLUTION IS LOST

VOTE	YES 199	NO 211
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**ARTICLE 38 LOCAL SCHOOL COMMITTEE TO
RETURN TOWNE SCHOOL
(2/3 Vote Required)**

To see if the Town will approve the transfer from the School Committee to the Town of the property on which is presently located the Towne School Building, and such property to be used for such public purposes as shall be determined, and to raise and appropriate, or appropriate from available funds, a sum of money to be expended by the Town Manager for the purpose of securing and maintaining the building, or take any other action relative thereto.

MOTION:

Mrs. Altieri moves that the School Committee transfer the Towne School Building and such land area as shall be deemed appropriate by the School Committee and the Board of Selectmen to the Town of Acton and that the Town raise and appropriate \$90,000 to be expended by the Town Manager, for the purpose of temporarily securing and maintaining the building, and to raise such amount, \$90,000 be transferred from Free Cash.

MOTION CARRIES

ARTICLE 39 AMEND WETLAND PROTECTION BYLAW (Majority Vote Required)

To see if the Town of Acton will vote to amend Sections F1, F2, F3.5 and F3.15, and add Sections F3.16, F3.17, F3.18, F3.19 and F5.1 of the Wetland Protection Bylaw as set forth in this article. Words in **bolded italics** represent new or modified language to the original text.

1. Replace Section F1 with the following new section F1:

Section F1 Purpose

The purpose of this Bylaw is to protect the wetlands, vernal pools, adjoining buffer zones, **banks, lands subject to flooding and riverfront areas (collectively, "the resource areas")** of the Town of Acton by controlling activities deemed to have a significant impact upon wetland **interests**. Said wetland **interests** include (but are not limited to) the following: public or private water supply, groundwater, flood control, erosion control, storm damage prevention, water pollution prevention, fisheries, **protection of endangered or threatened species**, and wildlife habitat (collectively, the interests protected by this Bylaw.) The Town of Acton Wetlands Map shows the approximate location of most of the Town's wetlands and shall be used as a guide to wetland location.

2. Replace Section F2 with the following new section F2:

Section F2 Provisions

No person shall remove, dredge, fill or alter any **resource area** except as provided in Section 4, without first filing a Determination of Applicability, or a written Notice of Intent under this Bylaw, and obtaining and complying with the terms of said Determination or with an Order of Conditions.

3. Replace Section F3.5 with the following new section F3.5:

Section F3.5

"Buffer zone" shall mean that area of uplands within 100 feet horizontally outward from the boundary of a wetland, vernal pool (except as provided for in Section 3.14), **bank, or land subject to flooding. (Note: there is no buffer zone associated with the riverfront area.)**

4. Replace existing Section F3.15 with the following new section F3.15:

Section F3.15

The term "wetland" as used in this Bylaw includes:

- 1) Vegetated wetlands are wet meadows, marshes, swamps and bogs where 50% or more of the vegetative community consists of wetland indicator plants as defined in the Massachusetts Wetlands Protection Act (M.G.L. Ch. 131, s. 40) and regulations at 310 CMR 10.00. When vegetation is not sufficient to determine the boundary of a wetland, characteristics of hydric soils or observations of flowing water, standing water or saturated soils may be used.
- 2) Any non-vegetated area such as a creek, brook, stream, river, pond, lake, lands under said waters, and certified and uncertified vernal pools as defined in the Massachusetts Wetlands Protection Act (M.G.L. Ch. 131, s. 40) and regulations at 310 CMR 10.00 and Section F3.14 of this Bylaw.

5. Add new Section F3.16:

Section F3.16

"Bank" is the portion of the land surface that normally abuts and confines a water body such as a creek, brook, stream, river, pond or lake as defined in the Massachusetts Wetlands Protection Act (M.G.L. Ch. 131, s. 40) and regulations at 310 CMR 10.00. A bank may be partially or totally vegetated, or comprised of exposed soil, gravel or stone.

6. Add new Section F3.17:

Section F3.17

"Lands subject to flooding" are areas of temporary or occasional flooding as defined in the Massachusetts Wetlands Protection Act (M.G.L. Ch. 131, s. 40) and regulations at 310 CMR 10.00. Bordering land subject to flooding is the estimated maximum lateral extent of floodwater that will theoretically result from the statistical 100-year frequency storm. Isolated land subject to flooding is an isolated depression or closed basin without an inlet or an outlet. It is an area that at least once a year confines standing water to a volume of at least ¼ acre-feet and to an average depth of at least six inches. Some isolated lands subject to flooding may be vernal pools.

7. Add new Section F3.18:

Section F3.18

The term "resource area" shall mean any area subject to protection under this bylaw and include any bank, wetland, vernal pool, buffer zone, lands subject to flooding or riverfront area.

8. Add new Section F3.19

Section F3.19

The "Riverfront Area" is the area of land between a river's mean annual high water line and a parallel line measured horizontally 200 feet away. The riverfront area may include or overlap other resource areas or their buffer zones. A river is a flowing body of water that empties to any ocean, lake, pond or river and which flows throughout the year (except during drought conditions). Perennial streams are rivers; intermittent streams are not rivers. Determination of flow status shall be based on: field observations (witnessed by Conservation Commission or its authorized agent); USGS or other government maps; size of channel or bank; watershed size; stream order; streambed characteristics; local geology; biological community; and/or other appropriate evidence.

9. Add new Section F5.1:

Section F5.1 Abbreviated Notice of Resource Area Delineation

Any person may request the Conservation Commission to make a determination as to the precise boundaries of a resource area, including the buffer zone. This request for Resource Area Delineation shall be sent by certified mail, or hand delivered to the Acton Conservation Commission or its authorized representative. A person delivering this request by hand shall be given a dated receipt. Prior to issuing a Resource Delineation, the Conservation Commission shall hold a public hearing within 21 days of the filing. Notice of the time and place of such hearing shall be given by the Conservation Commission not less than five days prior to the public hearing, by publication in a newspaper of general circulation in the Town and by mailing a notice to the applicant, the Board of Health and the Planning Board. Such hearing may be held at the same time and place as any public hearing required to be held under M.G.L. Ch. 131, s. 40. If the Commission determines that additional data or information is necessary, the hearing may be continued to a future date time certain, agreeable to both the Applicant and the Commission, and shall be posted not less than five (5) days prior to said continuation. The Resource Area Delineation shall be issued within 30 days after the public hearing and may be identical to any such delineation issued under the provisions of the Massachusetts Wetlands Protection Act (M.G. L. Ch. 131, s. 40).

, or take any other action thereto.

MOTION:

Mr. Liebman moves in the words of the Article

MOTION: CARRIES

ARTICLE 40 ACCEPT THE PROVISIONS OF MGL
CH. 380 OF THE ACTS OF 2000
(Majority Vote Required)**

To see if the Town will vote to accept the provisions of Chapter 380 of the Acts of 2000, allowing the town to increase the amount of the gross receipts and assets in qualifying for an exemption under the various clauses of Section 5 of Chapter 59 of the General Laws, or take any other action relative thereto

CONSENT MOTION:

Mr. Ashton moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

**ARTICLE 41 DISPOSAL OF TOWN LAND
(2/3 Vote Required)**

To see if the Town will authorize the Selectmen to sell, trade or otherwise dispose of a certain parcel of land shown on the Assessors Maps as Parcel 9, Map D-4, and specify the minimum terms for such disposal, or take any other action relative thereto.

MOTION:

Mrs. Harting-Barrat moves that the Selectmen are authorized to sell, trade or otherwise dispose of a certain parcel of land shown on the Assessors Maps as Parcel 9, Map D-4 and that the minimum value to be received shall be not less than the appraised value of the property.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 42 AMEND TOWN BYLAWS - WORK-
PLACE SMOKING
(Majority Vote Required)**

To see if the Town will vote to amend Chapter E, Section 28, of the Town Bylaws by adding the following definition and amend Chapter E, Section 31, by adding the following and to renumber the existing Sections 31, 32 & 33 to Sections 32, 33 & 34 accordingly.

E28. Definitions

A workplace is any area within a structure or portion thereof at which (1) or more employees perform services for their employer including but not limited to private offices, individual workstations, all common areas, employee lounges, rest rooms, conference rooms, hallways, stairways and entranceways. Work places in private residences and lounge/bar service areas in food service establishments meeting the requirements of paragraph E30 of this Bylaw, are excluded.

E31. Workplace

- (A) It shall be unlawful for any person to smoke in any workplace except in a specifically designated smoking area.
- (B) Each employer operating a workplace in the Town of Acton may specifically designate a separate smoking area with Proper Ventilation. Proper Ventilation shall be designed so that air from the designated smoking area does not enter the remainder of the workplace. A designated smoking area is an enclosed, segregated area designated and posted by the proprietor, owner, landlord or their agent in which smoking is permitted. Said area shall not be an area where non-smokers must have access including private offices. The employer must ensure that comparable non-smoking areas of sufficient size and capacity are available to accommodate the needs of non-smoking employees. Areas designated as smoking and non-smoking must be conspicuously marked.
- (C) Each employer operating a workplace in the Town of Acton shall establish and implement a written policy governing smoking in such workplace. All policies shall prohibit smoking near any air intake or air exchange areas. Employees must be notified of the policy or a copy of said policy must be posted in a location easily visible and accessible to all employees. Upon request, the employer shall provide its written policy governing smoking to the Board of Health.
- (D) It shall be unlawful for any owner, landlord, proprietor or person having control of any workplace upon which smoking is prohibited by this bylaw to permit, or for his or her agent to permit a violation of this bylaw. Violations and penalties listed in E321 of this Bylaw shall apply.
- (E) The requirements of this section shall be effective 90 days after approval by the Attorney General.

, or take any other action relative thereto.

MOTION:

Mr. Benedict moves in the words of the Article.

MOTION CARRIES

ARTICLE 43 AMEND TOWN BYLAWS - 2/3 VOTE COUNTS BY MODERATOR (Majority Vote Required)**

To see if the Town will vote to amend the Town of Acton Bylaws by creating a new section as set forth below, inserting the new section between Section A4 and Section A5, labeling the new section as A5 and renumbering the existing Section A5 as Section A6:

Section A5

If a two-thirds, four-fifths or nine-tenths vote of a town meeting is required by statute, the count shall be taken, and the vote shall be recorded in the records by the clerk; provided, however, if a two-thirds vote of a town meeting is required by statute, the Town has authorized the Moderator not to require a count and the clerk shall record the vote as passed by a two thirds margin; and provided, further, that if the vote is unanimous, a count need not be taken, and the clerk shall record the vote as unanimous.

, or take any other action relative thereto.

CONSENT MOTION:

Mr. Kabakoff moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 44 SALE OF FORECLOSED PROPERTIES (Majority Vote Required)**

To see if the Town will vote to authorize the Board of Selectmen to dispose of foreclosed properties acquired by the Town for nonpayment of taxes in accordance with provisions of the General Laws, or take any other action relative thereto.

CONSENT MOTION:

Mr. Kabakoff moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 45 STREET ACCEPTANCE (2/3 Vote Required)**

To see if the Town will accept as public ways the following streets or portions thereof, as laid out by the Board of Selectmen

according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in said streets and associated parcels of land by eminent domain or otherwise, including easements for drainage, utility, sidewalk or other purposes as shown on said plans or described in the Orders of Layout.

In the ACORN PARK SUBDIVISION

ACORN PARK DRIVE — a loop road from the southwesterly sideline of Great Road a distance of 4526 feet, more or less, in a southwesterly, southerly and northeasterly direction, to the southerly sideline of Acorn Park Drive, including future street projections to land of Palmer and Ridge Realty Trust, this being the entire road.

CHESTNUT STREET — from the northwesterly sideline of Acorn Park Drive a distance of 503 feet, more or less, in a northerly direction to the end of a T-shaped turnaround, including the turnaround, this being the entire road.

BEECHNUT STREET — from the westerly sideline of Chestnut Street a distance of 402 feet, more or less, in a westerly direction to the end of a T-shaped turnaround, including the turnaround and a 15' wide pedestrian right of way to land of Buxton, this being the entire road.

HAZELNUT STREET — from the westerly sideline of Acorn Park Drive a distance of 867 feet, more or less, in a southerly direction to the westerly sideline of Acorn Park Drive, including a future street projection to land of Palmer, this being the entire road.

WALNUT STREET — from the northerly sideline of Acorn Park Drive a distance of 553 feet, more or less, in a northerly direction to the end of a T-shaped turnaround, including the turnaround and the emergency access right of way to Great Road, this being the entire road.

In the LAWS BROOK VILLAGE SUBDIVISION

LEXINGTON DRIVE — a loop road from the westerly sideline of Laws Brook Road a distance of 3791 feet, more or less, in a westerly, southerly and easterly direction to the westerly sideline of Laws Brook Road, this being the entire road.

In the TUPELO PLACE SUBDIVISION

TUPELO WAY — from the westerly sideline of Prospect Street a distance of 893 feet, more or less, in a westerly and southerly direction to the southerly sideline of a 70.00-foot radius cul-de-sac, including the cul-de-sac and Parcel A, this being the entire road.

, or take any other action relative thereto.

CONSENT MOTION:

Mrs. Harting-Barrat moves that the Town accept as public ways the streets listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 46 ACCEPTANCE OF LAND GIFT – TUPELO PLACE SUBDIVISION (Majority Vote Required)**

To see if the Town will vote to accept as a gift from Bentley Building Corporation a parcel of vacant land on Tupelo Way shown as Parcel B – 6.64 Acres on a plan recorded in the Middlesex South District Registry of Deeds, as Plan Number 59 of 1999, said parcel is also shown on Map G-2A of the Town Atlas as Parcel 18, for general municipal purposes, or take any other action relative thereto.

CONSENT MOTION:

Mr. Shupert moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 47 PIPER ROAD DRAINAGE EASEMENT (Majority Vote Required)**

To see if the Town will vote to accept as a gift from RANSHA Realty Trust a drainage easement twenty (20) feet wide along the frontage of the lots numbered 74, 76, and 78 Piper Road, as described in a "Driveway Covenant and Grant of Easement" recorded in the Middlesex South District Registry of Deeds on July 15, 1999, as Instrument No. 608, or take any other action relative thereto.

CONSENT MOTION:

Mr. Kabakoff moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 48 REPURCHASE CEMETERY LOT – MOUNT HOPE CEMETERY, LOT #77, SECTION 8 (Majority Vote Required)**

To see if the town will authorize the Cemetery Commissioners to repurchase two-grave lot #77, located in Section 8, Mount Hope Cemetery, for the amount paid (\$500.00), and to see if the Town will authorize the appropriation of \$100.00 from the Cemetery Land Fund and \$400.00 from the New

Perpetual Care Fund for this purpose, or take any other action relative thereto.

CONSENT MOTION:

Mr. Kabakoff moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 49 REPURCHASE CEMETERY LOT —
MOUNT HOPE CEMETERY, LOT #27,
SECTION 8
(Majority Vote Required)**

To see if the town will authorize the Cemetery Commissioners to repurchase four-grave lot #27, located in Section 8, Mount Hope Cemetery, for the amount paid (\$2000.00), and to see if the Town will authorize the appropriation of \$360.00 from the Cemetery Land Fund and \$1,640.00 from the New Perpetual Care Fund for this purpose, or take any other action relative thereto.

CONSENT MOTION:

Mr. Kabakoff moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 50 CEMETERY BYLAW — REPURCHASE
OF CEMETERY LOTS
(Majority Vote Required)**

To see if the Town will vote to amend the Town bylaws by adding two new sections, D9 and D9.1, as set forth below:

D9 — One who wishes to resell his/her cemetery lot may only sell the lot to the Town and only the original purchase price will be repaid to the seller.

D9.1 — The Cemetery Commissioners are authorized to repurchase cemetery lots according to the provisions of D9, by withdrawing the amount of the original purchase prices as deposited in the Cemetery Land Fund and the New Perpetual Care Fund.

, or take any other action relative thereto.

CONSENT MOTION:

Mr. Kabakoff moves in the words of the article.

CONSENT MOTION CARRIES UNANIMOUSLY

**ARTICLE 51 USE OF FUNDS TO REDUCE THE TAX
RATE — FREE CASH
(Majority Vote Required)**

To see if the Town will determine an amount of Free Cash which shall be used for the purpose of reducing the Tax Rate for the fiscal year beginning July 1, 2001, or take any other action relative thereto.

MOTION:

Mr. Shupert moves to take no action.

MOTION CARRIES UNANIMOUSLY

MOTION:

Mr. Hunter moves to dissolve the Annual Town Meeting
11:20 PM

MOTION CARRIES UNANIMOUSLY

Tellers

William Cady, Head Teller
Brewster Conant
Carolyn Gray
Charles Husbands
Ani Uriarte
Ed Richter
Deena Ferrara
Jeff Bergart

Ann Chang
Tom Geagan
Connie Huber
Charles Kadlec
Jack Whittier
Anne Kadlec
Robert Ferrara
Gail Sawyer

SPECIAL TOWN MEETING

APRIL 3, 2001

7:00 PM IN THE ACTON-BOXBOROUGH
HIGH SCHOOL AUDITORIUM

Registered voters in attendance 452

The Moderator, Donald MacKenzie called the meeting
to order at 7: 08 PM.

ARTICLE 1 AMEND ZONING MAP AND BYLAWS (2/3 vote required)

We, the citizens of Acton, request that the town vote to
amend the Acton zoning map and bylaws as follows:

- A. Zoning map: Rezone to West Acton Village (WAV) the
following parcels of land identified by their 2000 Town
Atlas map and parcel number: [Street addresses and
present zoning designations are shown for reference
purposes only.]

map	parcel	present zoning	street address
F-2A	103	VR	531 Massachusetts Avenue
F-2A	104	VR	525 Massachusetts Avenue
F-2A	105	R-2	519 Massachusetts Avenue
F-2A	114	VR	537 Massachusetts Avenue

- B. Insert after the Table in section 5.5.2 the following new
sentence:

"In the WAV District, the Board of Selectmen may grant
a special permit allowing individual business or industrial
establishments to exceed the maximum NET FLOOR
AREA set forth herein, provided it can find that the
granting of such a special permit will preserve or enhance
the character of West Acton Village and will be neutral or
beneficial to its business diversity."

, or take any other action relative thereto.

MOTION:

Mr. Richard Utt moves in the words of part A of the
article.

MOTION CARRIES

VOTE YES 252 NO 50

MOTION:

Mr. Hunter moves to dissolve the Special Town Meeting
at 8:05 PM.

MOTION CARRIES

Tellers

William Cady, Head Teller
Brewster Conant
Carolyn Gray
Charles Husbands
Ani Uriarte
Ed Richter
Deena Ferrara
Jeff Bergart

Ann Chang
Tom Geagan
Connie Huber
Charles Kadlec
Jack Whittier
Anne Kadlec
Robert Ferrara
Gail Sawyer

SPECIAL TOWN MEETING JUNE 18, 2001

At 7:00 PM at the Acton Boxborough Regional High
School Field house.

Registered voters in attendance 161

The Moderator, Mr. MacKenzie, called the meeting to
order on Monday, June 18, 2001 at 7:02P.M.

ARTICLE 1 PUBLIC SAFETY BUILDING IMPROVEMENT PLAN (Majority vote required)

To see if the Town will appropriate a sum of money for
the purpose of preparing a public safety building improvement
plan, including but not limited to, schematic plans for (1)
constructing a new police station, constructing an addition or
additions to the existing police station, and/or remodeling,
reconstructing and making extraordinary repairs to the existing
police station; (2) constructing an addition or additions to the
existing fire stations, and/or remodeling, reconstructing and
making extraordinary repairs to the existing fire stations and (3)
constructing a fourth fire station, including any architects'
fees, engineering fees, cost estimating fees, and other costs
incidental thereto; to determine whether this appropriation
shall be raised by a transfer of funds, or take any other action
relative thereto.

MOTION:

Mr. Hunter moves that the Town appropriate \$150,000 for
the purpose of preparing a public safety building improvement
plan, including but not limited to, schematic plans for (1)
constructing a new police station, constructing an addition or
additions to the existing police station, and/or remodeling,
reconstructing and making extraordinary repairs to the existing
police station; (2) constructing an addition or additions to the

existing fire stations, and/or remodeling, reconstructing and making extraordinary repairs to the existing fire stations and (3) constructing a fourth fire station, including any architects' fees, engineering fees, cost estimating fees, and other costs incidental thereto; and to raise such amount \$150,000 be transferred from the Stabilization Account.

VOTE YES 80 NO 7

MOTION CARRIES

Mr. Ashton moves to dissolve this Special Town Meeting at 7:38 PM.

MOTION CARRIES UNANIMOUSLY

Tellers:

William Cady, Head Teller
Charles Kadlec
Ann Kadlec
Ann Chang
Brewster Conant
Charles Husbands

**SPECIAL TOWN MEETING
OCTOBER 29, 2001**

7:00 PM IN THE ACTON-BOXBOROUGH
HIGH SCHOOL AUDITORIUM

Registered voters in attendance 388

The Moderator, Donald MacKenzie called the meeting to order at 7:03PM.

**ARTICLE 1 REZONING PORTION OF LAND
OWNED BY PALMER
(2/3 vote required)**

To see if the Town will vote to amend the Acton zoning map by rezoning from Residence 10/8 (R-10/8) to Limited Business (LB) the whole or part of the following parcels of land along Great Road identified by their 2001 Town Atlas map and parcel numbers: [Street addresses, present zoning designations, and ownership are shown for reference purposes only.]

map	parcel	present zoning	street address	owner
D-4	7	R-10/8	354 Great Road, rear (part)	Patrick Palmer
D-4	10	R-10/8	354 Great Road (part)	Gloria W. Palmer, Palmer Realty Trust
D-4	17	R-10/8	352 Great Road (part)	Gloria W. Palmer, Palmer Realty Trust
D-4	17-1	R-10/8	348 Great Road (whole)	Gloria W. Palmer, Palmer Realty Trust
D-4	39	R-10/8	352A Great Road (part)	Gloria W. Palmer, Skyline Realty Trust

The subject land area is further shown on a plan entitled "Proposed Zone Line Change Plan, Acton, Massachusetts", dated September 2001, prepared by Acton Survey & Engineering, Inc. and described as follows:

Beginning at the most easterly part of the property to be described herein; said point being an iron pipe on the westerly sideline of Great Road and at the northeasterly corner of land now or formerly of Acton Woods Association;

THENCE running the following four courses by land now or formerly Acton Woods Association:

S60°49'27"W for 72.24 feet to a drill hole;

S54°43'22"W for 85.92 feet on a stone wall to a drill hole;

S54°57'46"W for 95.49 feet on the stone wall to a drill hole;

S53°26'14"W for 299.09 feet on the stone wall to a drill hole at the southwesterly corner of the herein described parcel;

THENCE N52°10'01"W for 382.32 feet to a point;

THENCE N49°45'07"W for 435.35 feet to a point;

THENCE N31°20'03"W for 362.41 feet to a point;

THENCE N07°00'41"E for 264.89 feet to a point;

THENCE N74°51'46"E for 74.47 feet to a point;

THENCE S69°36'13"E for 161.48 feet to a point;

THENCE in an easterly direction on a curve to the right with a radius of 70.00 feet for 72.85 feet to a point;

THENCE S52°21'43"E for 60.98 feet to a point;

THENCE N25°32'41"E for 65.44 feet to a point on a wall;

THENCE N58°46'32"E for 44.74 feet on the wall to a point;

THENCE N57°34'36"E for 42.10 feet on the wall to a point;

THENCE N52°26'09"E for 67.43 feet on the wall to a point;

THENCE N50°13'49"E for 108.00 feet on the wall to a point;

THENCE N76°48'49"E for 19.51 feet on the wall to a drill hole at a wall corner;

THENCE S18°03'25"E for 11.63 feet on the wall;

THENCE S12°27'50"E for 183.92 feet on the wall to a point;

THENCE S14°08'46"E for 182.01 feet on the wall to a drill hole;

THENCE S14°24'42"E for 115.70 feet on the wall to a drill hole;

THENCE S83°39'37"E for 167.87 feet by land now or formerly Christopher hart to a point;

THENCE S83°56'34"E for 242.53 feet by said Hart and through a drill hole to a point on the westerly sideline of Great Road;

THENCE S17°19'06"E for 401.19 feet on the westerly sideline of Great Road to the point of beginning.

The parcel described herein contains 18.26 acres, of which 4.70 acres are wetlands.

or take any other action relative thereto.

MOTION:

MR. Niemyski moves to amend the zoning map by including the land described in the article in the Limited Business (LB) district.

**MOTION CARRIES BY A
TWO THIRDS MARGIN**

Town of Acton has excepted MGL CH 39 Sec 15 at its Annual Town Meeting April 2001,

Article 43 and amended the Town Bylaw

(The Town Meeting Moderator is not required to count a 2/3 required vote.)

MOTION:

Mr. Ashton moves to dissolve the Special Town Meeting at 8:00 PM

MOTION CARRIES

Tellers

William Cady Head Teller
Ann Chang
Charles Kadlec

TOWN ELECTIONS AND STATISTICS

ANNUAL TOWN ELECTION MARCH 27, 2001

VOTE COUNT		Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Total	%
Machine	9:00 AM	11	6	4	5	4	30	0%
	12:00 PM	28	24	36	32	27	147	1%
	3:00 PM	54	42	76	64	54	290	2%
	6:00 PM	54	74	110	80	72	390	3%
Machine Total	Final	59	97	130	97	79	462	4%
Rejected							0	
Total Voted		59	97	130	97	79	462	4%
Total Number Registered Voters:		2,269	2,489	2,383	2,338	2,423	11,902	
MODERATOR								
Blanks		5	3	8	8	4	28	6%
Donald Mackenzie		54	94	120	89	75	432	94%
Scattered		0	0	2	0	0	2	0%
Total		59	97	130	97	79	462	100%
SELECTMAN								
Blanks		28	37	59	56	37	217	23%
Peter K. Ashton		49	78	98	66	65	356	39%
Walter M. Foster		40	78	95	71	55	339	37%
Scattered		1	1	8	1	1	12	1%
Total		118	194	260	194	158	924	100%
SCHOOL COMMITTEE (2)								
Blanks		23	40	69	58	40	230	25%
Michael J. Coppolino		52	74	95	67	62	350	38%
Terence Lindgren		42	79	92	67	56	336	36%
Scattered		1	1	4	2	0	8	1%
Total		118	194	260	194	158	924	100%
TRUSTEE, MEMORIAL LIBRARY								
Blanks		7	6	18	11	17	59	13%
Thomas F. Dunn		52	91	111	85	62	401	87%
Scattered		0	0	1	1	0	2	0%
Total		59	97	130	97	79	462	100%
ACTON HOUSING AUTHORITY								
Blanks		7	8	13	12	8	48	10%
James B. Eldridge		51	89	116	84	71	411	89%
Scattered		1	0	1	1	0	3	1%
Total		59	97	130	97	79	462	100%

VOTE COUNT

	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	Total	%
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**WATER SUPPLY DIST.
MODERATOR**

Blanks	7	4	16	19	8	54	12%
Richard O'Brien	52	93	112	77	71	405	88%
Scattered	0	0	2	1	0	3	1%
Total	59	97	130	97	79	462	100%

**WATER SUPPLY DIST.
COMMISSIONER**

Blanks	8	11	18	18	10	65	14%
Ronald R. Parenti	51	86	110	77	69	393	85%
Scattered	0	0	2	2	0	4	1%
Total	59	97	130	97	79	462	100%

CLERK

Blanks	5	7	11	13	5	41	9%
Charles E. Orcutt, III	54	90	118	83	74	419	91%
Scattered	0	0	1	1	0	2	0%
Total	59	97	130	97	79	462	100%

OTHER INFORMATION

DOG STATISTICS

Dog Licenses	1637
Kennel Licenses	25

VITAL STATISTICS

BIRTHS RECORDED	256
DEATH RECORDED	111
MARRIAGES RECORDED	83

DEATH

DATE	NAME	AGE
24-Apr	ANELONS, EVA	92
31-Aug	BATSTONE, ALAN FURBER	81
1-Jul	BEEBEE, MARY ELIZABETH	85
17-Mar	BISSONNETTE, LORETTA AURORA	89
18-Nov	BOCCIO, NICKEY	71
15-Nov	BOTTINO, JAMES	87
24-Feb	BOULDEN, FRIEDERIKE	93
22-Apr	BRADBURY, NATALIE PAULINE	80
28-May	BREITENBACH, EVELYN	81
21-Aug	BREZEALE, CLAUDE P SR	86
12-Aug	BRONER, TESSIE	90
8-Oct	BROOKS, CHARLES WEATHERSBY, JR	49
18-Oct	BULGER, WILLIAM JAMES	83
19-Aug	BUXTON, MARIE E	79
18-Apr	BYRNE, ANNA THERESA	83
19-Mar	CHAUTIN, DOROTHY	89
26-Jan	CHIARELLI, NANCY	80
4-Apr	CLARK, WILLIAM P	89
27-Sep	CODYER, GLADYS	80
14-Feb	COLLINS, FRANCES CATHERINE	87
6-Feb	CREIGHTON, JOHN ARNOLD	82
18-Feb	CUMMINGS, PATRICIA L	74
5-Jul	CUNNINGHAM, EVELYN	93
28-Apr	CUTTELL, ALICE MABEL	84
4-May	DAUGUSTA, MILDRED	95
9-Aug	DAVIS, MARGARET A	98
27-May	DEARBORN, CHARLOTTE E	83
21-Jun	DECKER, BASIL C	92
30-Jun	DICKIE, LAWRENCE S	85
27-Aug	DONOVAN, MARGARET E	85
1-Dec	DONOVAN, MARGARET E.	96
17-Feb	DONOVAN, WILLIAM P	44
2-Jul	FITZGERALD, DAVID SMALL	78
3-Mar	FRECH, JESSIE HELEN	87
26-Jul	GARDNER, ARTHUR	79
30-Oct	GAUTHIER, MARY ALICE	86

DATE	NAME	AGE
10-Dec	GLENNON, GRETA E.	70
20-Aug	HAMILTON, DOROTHY V	72
10-Sep	HARRINGTON, RAYMOND	91
10-Nov	HARRIS, LEOTA	87
11-Oct	HARRIS, LOIS FABER	97
15-Jul	HARTING, ROSALIE S	92
6-Sep	HAYES, CATHERINE	90
25-Apr	HENNESSY, LAURENCE DAVID	84
31-Jul	HIGDON, RICHARD DALE	57
15-Mar	JAMES, LOUISE E	87
23-Nov	KAALSTAD, TROND H	68
4-Aug	KADISON, CHARLES C, JR	67
15-Feb	KANGAS, IRENE S	72
20-Apr	KARPEICHK, JOHN	86
22-Feb	KASPARIAN, VAHE ALBERT	74
11-Jun	KENDRICK, GERTRUDE I.	91
26-Apr	KIM, CHONG (SEE LARK)	77
19-Dec	KIVER, WALTER	74
20-Oct	KONNIKOV, ARKADY	78
19-Jun	LACOMBE, DOROTHY M	84
26-Apr	LARK, ABCACHONG (AKA)	77
27-Aug	LATVA, EILEEN CATHERINE	90
11-Jun	LAWRENCE, GILBERT G.	90
14-Oct	LAWTON, FLORENCE W	91
3-Aug	LOMBARDO, CHARLES	65
28-Oct	MA, YUTING	39
7-Nov	MACCULLOCH, HELEN BLANCHE	92
15-Nov	MCBRIDE, JAMES E.	42
26-Apr	MCFEELY, VANETTA	92
18-Jun	MCNEIL, DONALD SOUTHWORTH	92
24-Dec	MESSIER, SIGNE	99
24-Jan	MILLER, MARION G.	72
31-Jan	MUISE, FRANCIS G	47
22-Sep	MUSICK, ALBERT ROSS	73
7-Apr	NELSON, ARVID W	80
29-Jan	NICHOLLS, ELIZABETH	77
25-Mar	NIELSEN, ALICE L	80
12-Jun	NORTON, THOMAS HENRY, JR.	74
3-Oct	OLSCHEWSKI, ALFRED E	81
29-Jun	PANCHEN, AICHEN	73
10-Aug	PARK, DONALD STUART	77
3-Apr	PARKER, FRANCIS BALLARD	75
29-Jul	PETERSON, KATE A	54
22-Jun	PHILLIPS, WILLIAM J	77
3-Feb	PIERSON, DALE ROGER	66
16-Jul	POMEROY, ASHLEY RICHARDS, JR	77
11-Aug	REED, ELIZABETH	77
27-Aug	REINERT, MARY L	90
3-Mar	ROBERTAZZI, ANASTASIA MARY	81
20-Aug	RONER, GERDA	86
22-Nov	ROTHRAUFF, GUIDO ANTHONY, JR	73
14-Jul	SACKS, JAYE H	45
1-Nov	SALEM, BETTIE BOONE	77
28-Aug	SCHLEE, HEBERT J	103

DATE	NAME	AGE
6-Jul	SCHMIDT, ALVIN R., JR	80
26-Mar	SHACKFORD, ROLAND FRANK	70
16-Nov	SIMEONE, EDITH	95
14-Apr	SMITH, HOWARD GRANVILLE, III	39
24-Mar	SPANN, PHYLLIS M	68
3-Oct	STAINES, DOROTHY	90
21-May	STOVER, MARION C	89
2-Sep	SULLIVAN, WILLIAM S	78
9-Nov	SWEENEY, DANIEL J	79
9-Oct	TAYLOR, BETTIE SUE	65
7-Nov	THOMPSON, LOUISE A.	65
12-Nov	VAN MOURIK, ELSPETH G	94
17-Dec	VEASIE, STANLEY RUSSELL	89
1-Oct	WARD, PAUL L	74
14-Jun	WARE, J. LINDSAY	93
3-Jan	WHITE, ELLEN M	58
2-Aug	WILLIAMS, GEORGE BROOKS, JR	87
10-Aug	WILLSON, LILLIAN M	100
5-Oct	WRIGHT, ELIZABETH	78

ACTON INFORMATION

NATIONAL, STATE, AND COUNTY OFFICIALS

NATIONAL	
President	George W. Bush
Vice-President	Richard Cheney
Senators in Congress 5th Congressional District	Edward M. Kennedy John F. Kerry
Representative in Congress 5th Congressional District	Martin T. Meehan

STATE	
Governor	Jane Swift
Lieutenant Governor	Vacant
Secretary Of The Commonwealth	William F. Galvin
Attorney General	Thomas F. Reilly
Treasurer and Receiver General	Shannon P. O'Brien
Auditor Of The Commonwealth	Joseph DeNucci
Senator Middlesex / Worcester District	Pamela P. Resor
Representative in General Court 14th Middlesex Representative District	Corey Atkins

MIDDLESEX COUNTY	
Clerk Of Superior Court	Edward J. Sullivan
Register Of Deeds Middlesex South Register Of Probate	Eugene C. Brune Lee Johnson
District Attorney	Martha Coakley
County Sheriff	James V. DiPaola

ELECTED TOWN OFFICIALS

POSITION	NAME	TERM EXPIRES
Moderator		
	Donald MacKenzie	2002
Acton Board of Selectmen		
Chair	Peter K. Ashton	2004
V C	William (Trey) Shupert	2002
	F. Dore' Hunter	2002
	Walter M. Foster	2004
	Pamela Harting-Barrat	2003
Acton - Boxborough Regional School District		
	Mike Scanlon	2002
	Michael Coppolino	2004
	Mary Ann Ashton	2002
	Jo-Ann M. Berry	2003
	Marie E. Altieri	2003
	John Fallon	2004
	Rebecca Neville	2002
	Carol Nonomura	2003
	Terence Lindgren	2004
Acton Public Schools Committee		
	Mike Scanlon	2002
	Michael J. Coppolino	2004
	Mary Ann Ashton	2002
	Jo-Ann M. Berry	2003
	Marie E. Altieri	2003
	Terence Lindgren	2004
Trustees Memorial Library		
Pres.	Frank Joyner	2002
V.P.	Brewster Conant	Corporate
Sec.	David T. Barrat	2003
	Henry J. Hogan	Corporate
	Thomas F. Dunn	2004
	Raymond Shamel	Corporate
	Dennis Ahern	Corporate
	Ann Chang	Corporate
Housing Authority		
V.Ch	Joseph M. Nagle	2003
Chair	Jean B. Schoch	2002
Treas	Claire Kostro	2003
	James B. Eldridge	2006
Sec.	Denis Sullivan	2005

POSITION	NAME	TERM EXPIRES
Trustees, Fireman's Relief Fund Acton		
	William Klauer	2002
	Allen H Nelson	2003
	Joseph A Conquest	2004
Trustees, Fireman's Relief Fund West Acton		
Chair	Edward Bennet	2003
	Forest E. Bean III	2004
	Malcolm S. MacGregor	2002
Trustees, Charlotte Goodnow Fund		
Chair	Mabel Grekula	2003
	Frances S. Moretti	2004
	Shirley Towle	2002
Trustees, Elizabeth White Fund		
Chair	Cornelia O. Huber	2004
	Frank Joyner	2003
	John J. Powers	2002
Trustees, West Acton Citizen Library		
Chair	Robert Loomis	2002
Clerk	Virginia Rhude	2004
	Peter J. Gilmette	2003

OFFICIALS APPOINTED BY MODERATOR

POSITION	NAME	TERM EXPIRES
Finance Committee		
Chair	John Prendiville	2003
	Sidney Johnston	2003
	Jonathan Chinitz	2002
	Rheta Roeber	2002
	Herman Kabakoff	2004
	Robert Evans	2003
	Jack F Reetz	2004
	Gim Hom	2004
	John Ryder	2004
Minuteman Science-Technology H.S.		
	Charles H. Olmstead	2002

APPOINTMENTS MADE BY SELECTMEN

POSITION	NAME	TERM EXPIRES
Acton-Boxborough Cultural Council		
Chair	Jean Butler	2004
Security	Noreen Rowe	2003
	Susan Salern	2002
	Fran Addison	2002
	Michele Holland	2004
	Nancy Caplan	2004
	Susan Wiberg	2004
Acton Community Housing Corporation		
Chair	Nancy Tavernier	2002
Associate	Peter Berry	2002
	Kevin McManus	2003
	Naomi McManus	2002
Associate	Pam Shuttle	2002
	Daniel Buckley	2004
	Robert B. Whittlesey	2004
Associate	Ryan Bettez	2002
Board of Appeals		
Chair	Cara Voutselas	2002
Clerk	David Black	2003
	Jon Wagner	2003
Alternate	Kenneth Kozik	2003
Alternate	William Sawyer	2003
Alternate	Richard Fallon	2003
Board of Assessors		
Chair	Donald Rhude	2002
	Lester Goodridge	2002
	James Kotanchik	2003
Alternate	David E. Brown	2003
Alternate	Susan C. Miller	2004
Board of Registrar of Voters		
	Evelyn Olschewski	2002
	Katherine F. Arnold	2003
	Deena Ferrara	2004
Cable Advisory Committee		
	John Covert	2002
	Robert Burnham	2003
Chair	Stuart A. Gilmore	2003
	Donald Lane	2003
	Laura C. Hirsch	2002
	Scott Wieder	2002
	Maynard G. Brandon	2003
Associate	Terra Friedrichs	2002

POSITION	NAME	TERM EXPIRES	POSITION	NAME	TERM EXPIRES
Cemetery Commission			Economic Development Study Committee		
Chair	Donald MacLennan	2004	Chair	Wayne Friedrichs	6/30/03
	Brewster Conant	2002		Herman Kabakoff	6/30/03
Secretary	Stanley T. Wray	2003		Jon Avery	6/30/03
Conservation Commission				Ann Chang	6/30/03
Chair	Barbara Epstein	2002		Rheta Roeber	6/30/03
	Matthew Liebman	2002		William (Trey) Shupert	6/30/03
	Terry Maitland	2003		William Mullin	6/30/04
	Andrew Magee	2002	Associate	Roland Bartl	
	Peter Berry	2003		Joshua Chernin	6/30/03
	Pamela J. Attardo	2003	Associate	Philip J. Janus	6/30/03
	Christopher L. Starr	2003	Associate	Terra Friedrichs	6/30/03
	Jeffrey N. Rogers	2005		Kenneth Sghia-Hughes	6/30/03
Council on Aging				William Lawrence	6/30/02
	Alice Moroney	2002	Finance Committee		
	Nancy Gerhardt	2002		John Prendiville	2003
	Marvin Pope	2002		Sidney Johnston	2003
Chair	Joseph Grandine	2002		Rheta Roeber	2002
	Jean Worfolk	2002	Chair	Robert Evans	2003
	Gay Rose	2002		Jack F. Reetz	2004
	Mary Cash	2002		Jonathan Chinitz	2002
	Alan Hart	2002		Herman Kabakoff	2004
	Thomas H. McQueen	2002		Gim Hom	2004
Associate	Patricia A. Ellis	2002		John Ryder	
Associate	Catherine Guinee	2002	Hanscom Field Advisory		
Elderly and Disable Tax Disbursement Comm				Richard Rippere	2003
	Peter Ashton			David Matson	2003
	John Murray		Health, Board of		
	Donald Rhude			Mark Conoby	2003
	Carol Mahoney			Mark Benedict	2003
	Nancy Gerhardt			William McInnis	2004
East Acton Village Planning Comm				Dr. Robert Matuso	2004
	Dave E. Brown			Robert Oliveri	2002
	Carol Holley		Associate	Rita L. Dolan	2002
	Mary Michelman		Associate	Catherine C. Block	2002
	Susan Mitchell-Hart		Associate	Molly J. O'Neil	2002
	Steve Steinberg		Historical Commission		
	Micki Williams		Chair	Anita Dodson	2002
	Tom McLaughlin			William Klauer	2002
	Craig Surprise			Peter Grover	2004
	Edwin Pearson			Victoria Beyer	2000
	Arthur Wu			Mark S. O'Neil	2002
Alternate	Kenneth Sghia-Hughes				
	Thomas Lemire				

POSITION	NAME	TERM EXPIRES	POSITION	NAME	TERM EXPIRES
Historic District Commission			Planning Board		
Chair	Michaela Moran	2004	Chair	Patrick Halm	2004
	Anne Forbes	2000	V.Chair	Kenneth Sghia-Hughes	2003
	Thomas Peterman	2004	Clerk	Lauren Rosenzweig	2002
	Kenneth Guditz	2002		Edwin Pearson	2004
	Bonnie Geithner	2003		Hartley Millett	2004
	Michele Barabash	2004		Gregory Niemyski	2005
	Neil J. Magner	2004		Christopher Schaffner	2003
Historic District Bylaw Study Committee			Associate	James Eldridge	2002
Chair	Peter K. Ashton	standing*	Associate	Mobina Mohsin	2002
	F. Dore' Hunter	standing	Personnel Board		
	Wayne Friedrichs	standing	Chair	John J. Donnelly	2003
	Herman Kabakoff	standing		J. Christopher Mar	2002
	Anne Fanton	standing		Diane Yasgur	2003
	Dr. Jerry Berke	standing	Professional Advisory Committee		
	Anne Forbes	standing		Marlene Bergart	Open
	Mitchaela Moran	standing		Kathryn Black	Open
	Nancy Anderson	standing		Rita Dolan	Open
	Holly Caldwell	standing		Jane Guber	Open
	Sanda Mika	standing		Janet Hart	Open
Land Stewardship Committee				Richard Porter	Open
	John Chalmers	open**		Ruth Porter	Open
	David Cochrane	open		Carolyn Randolph	Open
	Robert Guba	open		Thomas Wong	Open
	Gigi Hopkins	open		Jean Worfolk	Open
	Philip Keyes	open		Eleanor Voorhies	Open
	Peggy Liversidge	open		Catherine Block	Open
	Ian MacPherson	open	Public Safety Steering Committee		
	Linda McElroy	open		William (Trey) Shupert	standing
	Nan Millett	open		F. Doré Hunter	standing
	Cyril Murphy	open		Jonathan Chinitz	standing
	Ann Shubert	open		Bob Craig	standing
	Jim Snyder-Grant	open		Frank Widmayer	standing
	Laurie Ullmann	open		Art Gagne	standing
	Paul Wasserboehr	open		John Murray	standing
Lowell Regional Transit				Jack Murray	standing
	Sheidon Herskovitz	2002		Jack Reetz	standing
Metropolitan Area Planning				Dean Charter	standing
	Patrick Halm	2002		Charlie Kadlec	standing
Minuteman Senior Services				Marie Altieri	standing
	Richard King	2003		Kenneth Sundberg	standing
				Stephen Herskovitz	standing
				Jim Dudziak	standing
				Albert Doskocit	standing

POSITION	NAME	TERM EXPIRES
Open Space and Recreation Committee		
	Peter K. Ashton	standing
	Terry Maitland	standing
	Laura Sikalis	standing
	Movene Bodner	standing
	Susan Mitchell-Hart	standing
	Linda McElroy	standing
	Barbara Smith	standing
	William Mullin	standing
	Dick Hatfield	standing
	Jane Ceraso	standing
	Hartley Millett	standing

Recreation Commission

	Allen Warner	2003
	Edward Flannery Jr.	2002
	Dr. Michael McQueen	2003
	Laura Sikalis	2003
Associate	Robert E. Cadogan	2002
	Gregory Catalano	2003

South Acton Revitalization Committee

Taxation Aid Committee

Chair	Donald Rhude
	Peter Ashton
	Nancy Gerhardt
	C. Mahoney
	John Murray

* Remains in effect until task completed

** a subcommittee of a regular board or Town Committee.

Members serve until they resign.

APPOINTMENTS MADE BY THE TOWN MANAGER

ASSISTANT TOWN MANAGER

John Murray, III

ASSISTANT ASSESSOR

Brian McMullen

COMMISSION ON DISABILITIES

John A. Barko	2003
Joseph Grandine	2003
George Lussier	2004
Elizabeth A. Franklin	2003
Christine Weinberger	2003
Brenda Viola	2004

CONSTABLE

Robert Connell	Barbara Hartnett
John Scicholone	David Muscovitz
Christine Joyce	Christopher Prehl
Frederick Hryniewicz	David Allen

DEPUTY BUILDING INSPECTOR

David F. Abbt

DEPUTY FOREST WARDEN

William Primiano

DEPUTY INSPECTOR OF GAS PIPING AND GAS APPLIANCES

Kenneth Johnson

DEPUTY INSPECTOR OF WIRES

William Morehouse

EMERGENCY MANAGEMENT

Director Don P. Johnson
Director John Murray
Deputy Director Seth Campbell
Deputy Director Charles Landry

DIRECTOR OF MUNICIPAL PROPERTIES

Dean Charter

DIRECTOR OF PUBLIC HEALTH

Douglas Halley

DOG OFFICER

Patrick Palmer

FENCE VIEWER

David F. Abbt

FIELD DRIVER

William J. Durkin

FIRE CHIEF

Robert Craig

DEPUTY FIRE CHIEF

William M. Primiano

CAPTAINS

Carl Robinson	Robert Vanderhoof
George Williams	Kevin Lyons

LIEUTENANTS

Mike Lyons	Geoffrey Neagle
Robert Hart	Robert Smith

FIREFIGHTERS

Forrest E. Bean, III	James Kessler
Joseph Conquest*	Richard O'Leary
Peter Robinson	Wayne Decker*
James Young	Daniel Morse
Bruce Stone	

FIREFIGHTERS/EMT'S

Robert Sabourin	Scott Morse
Richard Sullivan	Brent Carter
Ricky Robinson	Jared Crowley
James Ray	Anita Arnum
Brian Richter	Sean Sheridan
Tom Wallerstein	Mark Richardson
Kenneth Ineson	Robert Wetherbee
William Klauer	Christopher Sammet
Leo Hayes	Patrick Judge
Kris Ellicks	
Shawn Ferrari	Phil Scott
Kenneth Carroll	Richard Tyler
John White	Eric Mathieu

CALL FIRE FIGHTERS

Robert Puffer	Stephen Sliney
Richard Swenson	

FOREST WARDEN

Chief Craig

INSPECTOR OF ANIMALS

Patrick Palmer

INSPECTOR OF GAS PIPING AND APPLIANCES

James G. Corey

INSPECTOR OF WIRES

Clarence Frost

LOCAL BUILDING COMMISSIONER

Garry A. Rhodes

NATURAL RESOURCES/CEMETERY DIRECTOR

Thomas Tidman

KEEPER OF THE LOCKUP

Frank J. Widmayer, III

CHIEF OF POLICE

Frank J. Widmayer, III

LIEUTENANTS

John T. McNiff*
Donald L. Palma, Jr.

SERGEANTS

Robert L. Parisi
Thomas J. Rogers
Bruce A. Nadeau
James A. Cogan
Raymond P. Grey

POLICE OFFICERS

Brian Goodman*	Paul Cogan
Robert Cowan	Raymond LaRoche*
James Goodemote	Christopher Browne
Christopher Prehl	Frederick Rentschler
John Cooney	Scott Howe
Michael Cogan	Edward Lawton, Jr.
Kevin Heffernan	Lisa Driscoll
Luke Penney	Leo Gower
Dean Keeler	Gardena Abramowitz
Keith Campbell	Daniel Silva
Douglas Sturniolo	Scott Krug
Brian Bandini	Daniel Holway
Todd McKelvie	

POLICE MATRONS

Faith Williams
Debra Richardson
Christine Joyce

DISPATCHERS

Faith Williams	Paul Connors
Kevin Antonelli	Robert Merrill
Anne Milligan	Robert Sirois
Roger Wallace	

PUBLIC CEREMONIES AND CELEBRATIONS

Charles Jones

PUBLIC WEIGHERS

Christopher N. Prehl
Paul Cogan
James A. Barbato
Robert Greenough

RECREATION DIRECTOR

Nancy McShea

SEALER OF WEIGHTS AND MEASURES

Mark Fitzpatrick

SUPT. OF STREETS

David Brown

TOWN FINANCE DIRECTOR

Steven Barrett

TOWN ENGINEER

David Abbt

TOWN REPORT COMMITTEE

Ann Chang

VETERAN'S AGENT

Charles Jones

Retirements *
Resignations #



STREET LIST
OF THE TOWN OF
ACTON, MASSACHUSETTS
TOWN OF ACTON ENGINEERING DEPARTMENT
JANUARY 1, 2001

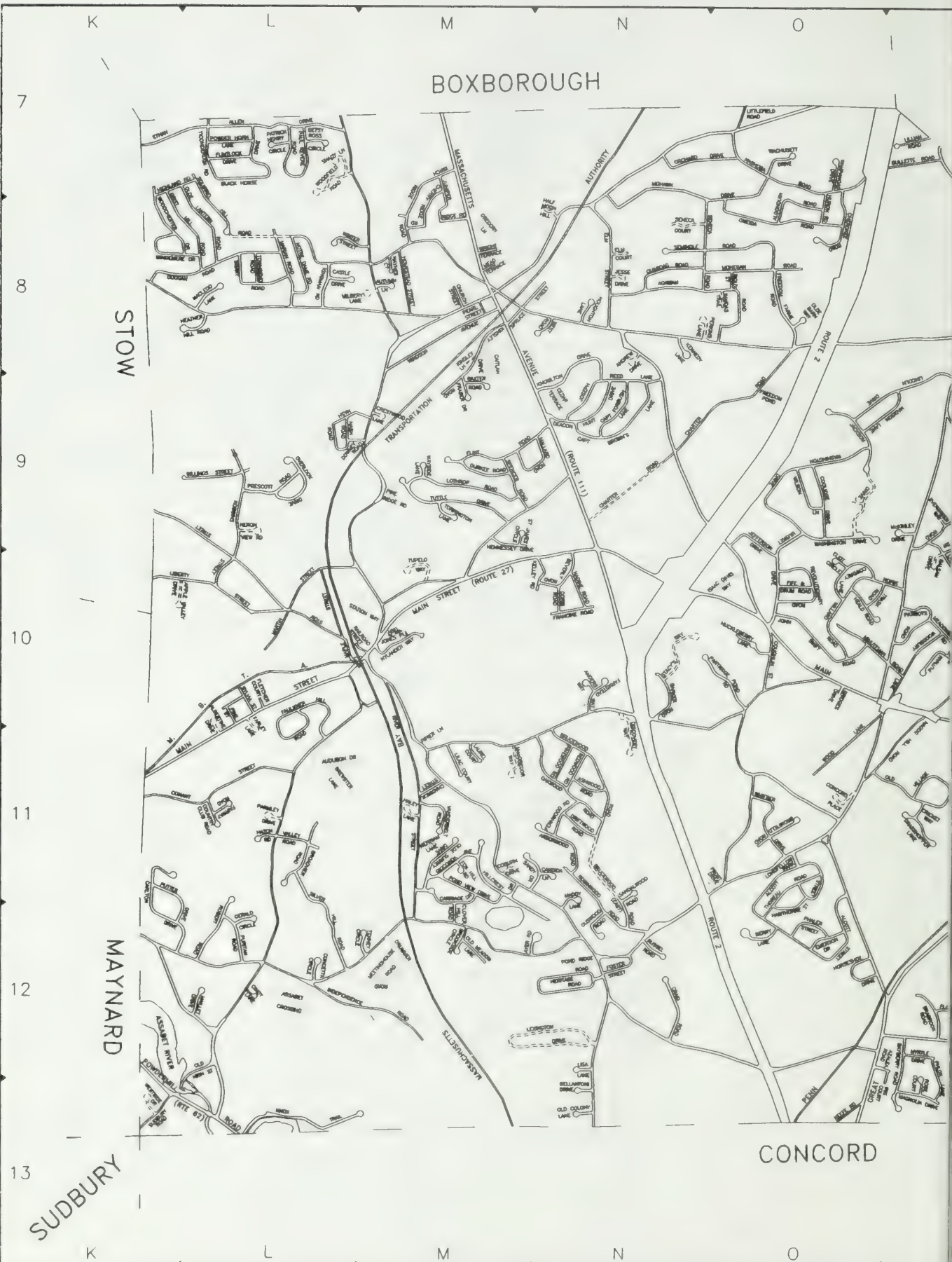
STREET MAP			STREET NAME	PRECINCT	INDEX
STREET NAME	PRECINCT	INDEX			
			BRAMBLE WAY	1	R-12
			BREEZY POINT ROAD	2	R-9
ABEL JONES PLACE	4	M-10	BREWSTER LANE	5	L-11
ACORN PARK DRIVE	2	R-10	BRIAR HILL ROAD	1	R-11
ADAMS STREET	5	K-12	BRIDGES DRIVE	2	O-10
AGAWAM ROAD	3	N-8	BRIDLEPATH WAY	1	Q-13
ALBERTINE DRIVE	4	L-10	BRIMSTONE LANE	1	R-11
ALCOTT STREET	6	O-12	BROADVIEW ROAD	5	L-11
ALEXANDRA WAY	1	S-10	BROMFIELD ROAD	6	O-11
ALGONQUIN ROAD	3	O-8	BROOK STREET	6	Q-11
ANDERS WAY	4	N-10	BROOKSIDE CIRCLE	5	M-12
ANDREW DRIVE	4	N-8	BROWN BEAR CROSSING	1	S-9
APPLE VALLEY DRIVE	4	K-10	BRUCEWOOD ROAD	6	N-11
ARBORWOOD ROAD	5	N-11	BRUCEWOOD ROAD EAST	6	N-11
3-21 ODD			BULLETTE ROAD	2	P-7
18-20 EVEN			BUTTERNUT HOLLOW	1	S-9
ARBORWOOD ROAD	6	N-11			
2-12 EVEN			CAITLIN DRIVE	4	M-8
ARLINGTON STREET	2	P-8	CANDIDA LANE	5	N-11
1-73 ODD			CAPTAIN BROWN'S LANE	4	N-9
14-134 EVEN			CAPTAIN FORBUSH LANE	4	N-9
ARLINGTON STREET	3	N-8	CAPTAIN HANDLEY ROAD	1	R-10
89-423 ODD			CARLISLE ROAD	1	T-11
272-END EVEN			CARLTON DRIVE	5	K-11
ARLINGTON STREET	4	N-8	CARRIAGE DRIVE	5	M-11
158-262 EVEN			CASTLE DRIVE	3	L-8
ASHLEY CIRCLE	1	S-11	CEDAR TERRACE	4	N-9
ASHWOOD ROAD	6	N-11	CENTRAL STREET	3	N-7
ASSABET CROSSING	5	L-12	236-456 EVEN		
AUDUBON DRIVE	5	L-11	283-459 ODD		
AUTUMN LANE	3	M-8	CENTRAL STREET	4	M-8
AYER ROAD	5	N-12	1-267 ODD		
AZALEA COURT	6	P-13	2-224 EVEN		
			CHADWICK STREET	5	M-11
BADGER CIRCLE	1	S-11	CHAFFIN WAY	2	P-8
BALSAM ROAD	2	P-9	CHARTER ROAD	2	N-9
BANKSIDE HOLLOW	1	S-9	63-103 ODD		
BARKER ROAD	6	N-10	74-106 EVEN		
BAXTER ROAD	4	M-9	CHARTER ROAD	4	N-9
BAYBERRY ROAD	6	P-12	16-56		
BEECHNUT STREET	2	R-9	CHEROKEE ROAD	3	O-8
BELLANTONI DRIVE	5	N-13	CHERRY RIDGE ROAD	3	M-8
BELLOWS FARM ROAD	1	R-12	CHESTNUT STREET	2	R-9
BERRY LANE	6	O-12	CHURCH STREET	3	M-8
BETH CIRCLE	1	S-9	CLOVER HILL ROAD	5	M-12
BETSY ROSS CIRCLE	3	L-7	COBURN DRIVE	5	M-11
BEVERLY ROAD	4	N-10	CONANT STREET	5	L-11
BILLINGS STREET	4	L-9	CONCETTA CIRCLE	5	L-12
BIRCH RIDGE ROAD	3	M-7	CONCORD PLACE	6	O-11
BITTERSWEET LANE	1	R-11	CONCORD ROAD	6	O-11
BLACK HORSE DRIVE	3	L-7	COOLIDGE DRIVE	2	O-9
BLUE HERON WAY	1	R-11	COUGHLIN STREET	6	O-10
BLUEBERRY PATH	1	T-11	COUNTRY CLUB ROAD	5	L-11
BRABROOK ROAD	6	P-12	COUNTRYSIDE ROAD	2	P-7

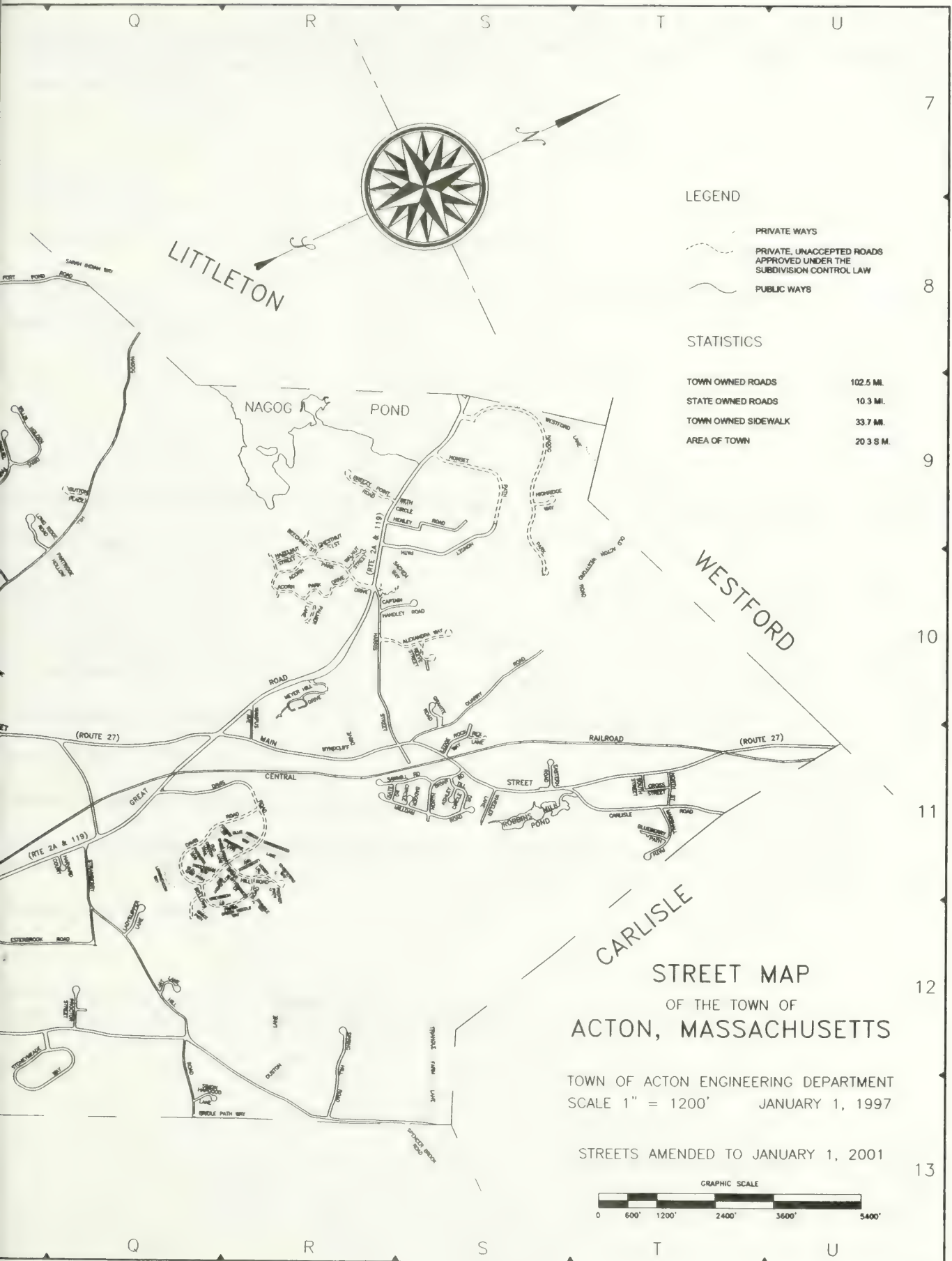
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
COWDREY LANE	2	O-10	FREEDOM FARME ROAD	3	O-8
CRAIG ROAD	6	N-12	7-21 ODD		
CRESTWOOD LANE	4	M-9	8-22 EVEN		
CRICKET WAY	6	P-11	FROST DRIVE	2	O-11
CROSS STREET	1	T-11			
			GERALD CIRCLE	5	L-12
DAVIS ROAD	1	R-11	GIONCONDA AVENUE	5	M-11
DEACON HUNT ROAD	4	N-9	GRANITE ROAD	1	S-10
DEERGRASS LANE	1	R-11	GRACE PATH	1	Q-12
DEVON DRIVE	1	T-11	GRASSHOPPER LANE	6	P-11
DISCOVERY WAY	5	N-11	GREAT ELM WAY	1	S-9
DORIS ROAD	4	N-10	GREAT ROAD	6	Q-13
DOWNEY ROAD	4	L-9	1-217 ODD		
DRIFTWOOD ROAD	6	N-11	2-336 EVEN		
DRUMMER ROAD	5	M-12	GREAT ROAD	2	Q-11
DUGGAN ROAD	3	L-8	340-END EVEN		
DURKEE ROAD	4	M-9	GREEN NEEDLE WAY	1	R-12
DUSTON LANE	1	R-12	GREENWOOD LANE	2	P-10
			GREGORY LANE	3	M-8
EASTERN ROAD	1	S-11	GREYBIRCH LANE	1	Q-12, R-12
ELIOT CIRCLE	2	O-10	GRIST MILL ROAD	3	L-8
ELM COURT	3	N-8	GUSWOOD ROAD	5	N-12
ELM STREET	3	N-8			
EMERSON DRIVE	6	O-12	HALEY LANE	5	M-11
ESTERBROOK ROAD	6	P-12	HALF MOON HILL	3	N-8
ETHAN ALLEN DRIVE	3	L-7	HAMMOND STREET	2	P-9
EVERGREEN ROAD	2	P-9	HARRIS STREET	1	R-10
EVERGREEN WAY	2	P-9	HARTLAND WAY	1	T-11
			HARVARD COURT	6	Q-11
FAIRWAY ROAD	5	L-11	HATCH ROAD	5	L-11
FARLEY LANE	5	L-10	HAWTHORNE STREET	6	O-12
FARMERS ROW	1	Q-11	HAYNES COURT	3	M-8
FARMSTEAD WAY	4	N-10	HAYWARD ROAD	2	N-9
FAULKNER HILL ROAD	5	L-10	1-61 ODD		
FERNWOOD ROAD	5	N-11	HAYWARD ROAD	4	N-9
3-11 ODD			66-END EVEN		
FERNWOOD ROAD	6	N-11	HAYWARD ROAD	6	N-9
4-10 EVEN			4-54 EVEN		
FIFE & DRUM ROAD	2	O-10	HAZELNUT STREET	2	R-10
FISCHER PATH	1	R-11	HEALD ROAD	2	O-10
FLAGG ROAD	6	P-12	HEATHER HILL ROAD	4	L-8
FLETCHER COURT	4	L-10	HEMLOCK LANE	2	P-10
FLINT ROAD	4	M-9	HENLEY ROAD	1	S-9
FLINTLOCK DRIVE	3	L-7	HENNESSEY DRIVE	4	M-9
FOREST ROAD	6	O-11	HERITAGE ROAD	5	N-12
FORT POND ROAD	2	P-8	HERON VIEW ROAD	4	L-9
FOSTER STREET	6	N-12	HICKORY HILL TRAIL	2	P-10
FOX HILL ROAD	5	M-11	HIGH STREET	5	L-11
FRANCINE ROAD	4	N-10	HIGHLAND ROAD	3	K-7
FRASER DRIVE	4	M-9	HIGHRIDGE WAY	1	S-9
FREEDOM FARME ROAD	2	O-8	HILLCREST DRIVE	5	M-11
1-5 ODD			HILLSIDE TERRACE	3	M-8
2-4 EVEN			HOMESTEAD STREET	3	M-8
			HORSESHOE DRIVE	6	O-12

STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
HOSMER STREET	5	N-12	McKINLEY DRIVE	2	P-9
103-119 ODD			MADDY LANE	5	N-11
HOSMER STREET	6	O-11	MADISON LANE	2	O-9
3-91 ODD			MAGNOLIA DRIVE	6	P-13
2-106 EVEN			MAILLET DRIVE	5	L-12
HOUGHTON LANE	3	N-8	MAIN STREET	5	O-10
HUCKLEBERRY LANE	6	O-10	3 TO 113 ODD		
HURON ROAD	3	O-8	MAIN STREET	4	M-11
			4 TO 312 EVEN		
INDEPENDENCE ROAD	5	L-12	123 TO 321 ODD		
IRIS COURT	6	P-12	MAIN STREET	2	O-10
ISSAC DAVIS WAY	6	O-10	398 TO 650 EVEN		
			MAIN STREET	6	R-11
JACKSON DRIVE	2	O-9	355 TO 641 ODD		
JAY LANE	1	Q-12	348 TO 378 EVEN		
JEFFERSON DRIVE	2	O-9	MAIN STREET	1	R-11
JENNIFER PATH	1	R-10	660 TO END		
JESSE DRIVE	3	N-8	655 TO END		
JOHN SWIFT ROAD	2	O-10	MALLARD ROAD	4	N-9
JOSEPH REED LANE	4	N-9	MAPLE STREET	4	L-10
JUNIPER RIDGE ROAD	3	M-8	MARIAN ROAD	3	L-8
			MARSHALL PATH	1	T-11
KATE DRIVE	1	R-11	MARTIN STREET	4	L-10
KEEFE ROAD	6	O-13	MASSACHUSETTS AVE	6	N-11
KELLEY ROAD	4	N-10	151 - 299 ODD		
KENNEDY LANE	2	N-8	186 - 222 EVEN		
KINGMAN ROAD	3	L-8	MASSACHUSETTS AVE	3	M-8
KINSLEY LANE	4	M-8	603 - 693 ODD		
KINSLEY ROAD	4	M-8	592 - 698 EVEN		
KNOWLTON DRIVE	4	N-9	MASSACHUSETTS AVE	4	N-9
KNOX TRAIL	5	L-13	310 - 598 EVEN		
			367 - 587 ODD		
LADYSLIPPER LANE	1	Q-12	MEAD TERRACE	3	M-8
LARCH ROAD	2	P-10	MEADOWS EDGE	1	S-9
LAUREL COURT	5	M-11	MEADOWBROOK ROAD	2	P-10
LAWS BROOK ROAD	5	N-12	MEETINGHOUSE ROAD	5	M-12
1 - 63 ODD			MERRIAM LANE	5	M-11
LAWS BROOK ROAD	6	N-12	MEYER HILL DR	1	R-10
2 - 66 EVEN			MILBERY LANE	3	M-8
LEDGE ROCK WAY	1	S-11	MILLDAM ROAD	1	S-11
LEXINGTON DRIVE	5	N-12	MINOT AVENUE	6	O-11
LIBERTY STREET	4	L-10	MINUTEMAN ROAD	2	O-10
LILAC COURT	5	M-11	MOHAWK DRIVE	3	N-7
LILLIAN ROAD	2	P-7	MOHEGAN ROAD	3	O-8
LINCOLN DRIVE	2	P-9	MOSSY LANE	1	R-11
LISA LANE	5	N-12	MUSKET DRIVE	2	O-10
LITTLEFIELD ROAD	3	O-7	MYRTLE DRIVE	6	P-12
LONG RIDGE ROAD	2	P-9			
LONGFELLOW PARK	6	O-11	NADINE ROAD	4	N-10
LONGMEADOW WAY	1	Q-11	NAGOG HILL ROAD	6	Q-9
LOOSESTICK WAY	1	R-11	1 - 59 ODD		
LOTHROP ROAD	4	M-9	12 - 48 EVEN		
MacGREGOR WAY	5	M-11			
MacLEOD LANE	3	L-8			

STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
NAGOG HILL ROAD	2	Q-9	PIPER ROAD	4	M-11
77 - END			4 - 96 EVEN		
74 - END			PIPER ROAD	5	M-11
NAGOG PARK	1	S-9	1 - 53 ODD		
NAGOG SQUARE	1	S-9	PIPER ROAD	6	M-11
NASH ROAD	4	L-9	63 - 79 ODD		
NASHOBA ROAD	3	O-7	POND RIDGE DRIVE	5	N-12
NEWTOWN ROAD	2	P-8	POND VIEW DRIVE	5	M-11
NONSET PATH	1	S-9	POPE ROAD	1	Q-12
NORTHBRIAR ROAD	1	S-11	196 - 258 EVEN		
NORTH STREET	1	T-11	205 - 249 ODD		
NOTRE DAME ROAD	3	L-8	POPE ROAD	6	Q-12
NYLANDER WAY	4	M-10	16 - 190 EVEN		
			3 - 187 ODD		
OAKWOOD ROAD	5	N-12	POST OFFICE SQUARE	2	P-11
1 - 19 ODD			POWDER HORN LANE	3	L-7
OAKWOOD ROAD	6	N-12	POWDER MILL ROAD	5	L-13
2 - 26 EVEN			PRESCOTT ROAD	4	L-9
21-END ODD			PROCTOR STREET	6	Q-12
OLD BEAVER BROOK	1	S-9	PROSPECT STEET	4	M-10
OLD CART PATH	1	Q-11	PURITAN ROAD	5	L-12
OLD COLONY LANE	5	N-13	PUTNAM ROAD	2	P-10
OLD HIGH STREET	5	L-12	PUTTER DRIVE	5	K-11
OLD MEADOW LANE	5	M-12			
OLD OREGON TRAIL	1	Q-11	QUABOAG ROAD	3	N-8
OLD STONE BROOK	1	S-9	QUAIL RUN	1	R-11
OLD VILLAGE ROAD	6	P-11	QUARRY ROAD	1	S-10
OLDE BARN WAY	2	O-8			
OLDE LANTERN ROAD	3	L-8	RAILROAD STREET	4	M-10
OLDE SURREY DRIVE	5	M-11	REDWOOD ROAD	6	N-11
ONEIDA ROAD	3	O-8	REEVE STREET	1	S-10
ORCHARD DRIVE	3	N-7	REVOLUTIONARY ROAD	2	O-10
OVERLOOK DRIVE	4	L-9	REX LANE	1	S-11
OXBOW DRIVE	1	Q-11	RIVER STREET	5	M-11
			ROBBINS STREET	4	L-9
PALMER LANE	2	R-10	ROBERT ROAD	5	L-12
PARKER STREET	5	L-12	ROBINWOOD ROAD	5	N-11
PARMLEY DRIVE	5	L-11	1 - 29 ODD		
PARTRIDGE POND ROAD	6	O-10	ROBINWOOD ROAD	6	N-11
PARTRIDGE HOLLOW	2	Q-10	4 - 22 EVEN		
PATRICK HENRY CIRCLE	3	L-7	ROSE COURT	6	P-13
PATRIOTS ROAD	2	P-10	ROUTE 2	O-8, O-12	
PAUL REVERE ROAD	3	L-7	RUSSELL ROAD	6	N-12
PEARL STREET	4	M-8			
PERKINS LANE	3	N-8	SACHEM WAY	1	R-10
PHALEN STREET	6	O-12	SAINT JAMES CIRCLE	4	M-9
PHEASANT HILL	1	S-9	SAMANTHA WAY	1	R-10
PHLOX LANE	6	P-12	SAMUEL PARLIN DRIVE	2	P-9
PINE CONE STRAND	1	S-9	SANDALWOOD ROAD	6	N-11
PINE STREET	4	L-10	SANDAS TRAIL	3	O-8
PINE RIDGE ROAD	4	M-9	SANDY DRIVE	5	N-11
PINEWOOD ROAD	6	N-11	SARAH INDIAN WAY	2	Q-8
PIPER LANE	4	M-11	SAWMILL ROAD	1	S-11

STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
SCHOOL STREET	4	M-10	TORRINGTON LANE	4	M-9
2-90 EVEN			TOWNE HOUSE LANE	4	N-10
SCHOOL STREET	5	M-11	TOWNSEND ROAD	3	L-8
100 - 248 EVEN			TRASK ROAD	2	O-10
3 - 271 ODD			TRIANGLE FARM LANE	1	S-13
SCHOOL STREET	6	M-10	TUMBLING HAWK	1	S-9
285 - 311 ODD			TUPELO WAY	4	M-10
256 - 312 EVEN			TUTTLE DRIVE	4	M-9
SEMINOLE ROAD	3	N-8			
SENECA COURT	3	N-8	VALLEY ROAD	5	L-11
SENECA ROAD	3	N-8	VANDEBELT ROAD	5	M-11
SETTLEMENT WAY	1	R-11			
SHADY LANE	3	L-7	WACHUSETT DRIVE	3	O-7
SILVER HILL ROAD	5	L-12	WALNUT STREET	2	R-10
SIMON HAPGOOD LANE	1	Q-13	WAMPANOAG DRIVE	3	O-7
SIMON WILLARD ROAD	2	O-10	WAMPUS AVENUE	1	R-10
SIOUX STREET	3	O-8	WASHINGTON DRIVE	2	O-9
SMART ROAD	3	L-8	WATERSIDE CLEARING	1	S-9
SOUTH STREET	1	T-11	WAYSIDE LANE	4	M-9
SPENCER BROOK ROAD	1	S-13	WEST ROAD	4	N-8
SPENCER ROAD	4	M-9	WESTFORD LANE	1	S-9
SPLIT ROCK	1	S-9	WESTSIDE DRIVE	5	K-12
SPRING HILL ROAD	1	R-12	WETHERBEE STREET	6	O-12
SPRUCE STREET	3	M-9	WHEELER LANE	1	S-11
30-70 EVEN			WHEELWRIGHT LANE	1	R-11
25-75 ODD			WHISPERING WAY	1	R-11
SPRUCE STREET	4	M-8	WHITTIER DRIVE	6	O-11
10-20 EVEN			WILLIS HOLDEN DRIVE	2	P-9
5-11 ODD					
SQUIRREL HILL ROAD	3	L-8	WILLOW STREET	3	L-8
STACY'S WAY	6	N-10	5-179 ODD		
STATION WAY	4	M-10	WILLOW STREET	4	L-8
STONEYMEADE WAY	6	P-12	28 -180 EVEN		
STOW STREET	4	L-10	WILSON LANE	2	O-9
STRAWBERRY HILL ROAD	1	Q-12	WINDEMERE DRIVE	3	K-8
4 - END EVEN			WINDINGWOOD LANE	1	R-11
STRAWBERRY HILL ROAD	6	Q-12	WINDSOR AVENUE	4	M-8
5 - END ODD			WINGATE LANE	6	P-12
SUDBURY ROAD	5	K-13	WINTER STREET	3	L-8
SUMMER STREET	4	M-8	WINTERBERRY PATH	1	R-11
8-20 EVEN			WOOD LANE	6	O-11
13-23 ODD			WOODBURY LANE	2	P-10
SUMMER STREET	3	M-8	WOODCHESTER DRIVE	3	K-8
33 - END			WOODFIELD ROAD	3	L-7
SUTTON PLACE	2	Q-9	WRIGHT TERRACE	3	M-8
SWEETBRIAR WAY	1	Q-11	WYNDCLIFF DRIVE	1	R-11
SYLVIA STREET	4	L-10			
TAYLOR ROAD	6	O-10			
TENNEY CIRCLE	5	M-12			
THOREAU ROAD	6	D-11			
TICONDEROGA ROAD	3	L-7			
TILL DRIVE	1	S-11			
TINSDALE DR	1	T-11			





LEGEND

- PRIVATE WAYS
- PRIVATE, UNACCEPTED ROADS
APPROVED UNDER THE
SUBDIVISION CONTROL LAW
- PUBLIC WAYS

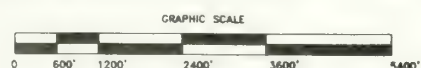
STATISTICS

TOWN OWNED ROADS	102.5 MI.
STATE OWNED ROADS	10.3 MI.
TOWN OWNED SIDEWALK	33.7 MI.
AREA OF TOWN	20.3 S.M.

STREET MAP OF THE TOWN OF ACTON, MASSACHUSETTS

TOWN OF ACTON ENGINEERING DEPARTMENT
SCALE 1" = 1200' JANUARY 1, 1997

STREETS AMENDED TO JANUARY 1, 2001



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TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the office of the Town Manager at the Acton Town Hall.

(Please print or type)

Date: _____

Mr/Mrs.

Ms/Dr. Last Name _____ First Name _____ Middle Initial _____

Street Address _____ Home Phone _____ Business Phone _____

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee, or Commission, which is of interest to you:

1) _____

2) _____

3) _____

Have you been a member of a Board, Committee, or Commission previously (either in Acton or elsewhere)? If you have, please list name(s) and dates (approx):

Do you have any time restrictions? _____

How long have you lived in Acton? _____ in Massachusetts? _____

Are you a US citizen? _____

Present occupation and employer? (optional-attach resume) _____

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? _____

Education or special training _____

Please list below any additional information or comments which may help in the matching of your interests with the most appropriate Board/Committee, such as a civic experience, special interest/hobbies, etc.: _____

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton-Boxborough Arts Council
Aging, Council on
Appeals, Board of
Assessors, Board of
Cable Advisory Committee
Cemetery Commission
Commission on Disability
Conservation Commission
Fair Housing Committee
Finance Committee
Volunteer Coordinating Committee

Historic District Commission
Historical Commission
Metropolitan Advisory Planning Council
Minuteman Home Care
Minuteman Vocational School Representative
Planning Board
Prison Advisory Board
Public Ceremonies Committee
South Acton Revitalization Committee
Town Report Committee
Health, Board of

Thank you. If you have any questions or would like more information, please contact a member of the Volunteer Coordinating Committee (you can find out who the current members are by calling the Town Manager's office at Town Hall, 264-9612). The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC INTERVIEW

Applicant called: date/by _____

Schedule date/time _____

VCC Recommendation: Date _____

Board(s) _____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

BOS/TMgr/TMod _____

[] No openings at this time _____

APPOINTING BODY: BOS/Mgr/TMod

Interview Date: _____

Appointed: Date _____

to: Board _____

Term _____

NOTIFICATION OF APPOINTMENT

Date Received by VCC _____

Notification by the VCC _____

Date committee notified _____

Date applicant notified _____



For questions concerning:

Street Lights
 Street Trees Municipal Properties
 Tax Collections
 Town Finances
 Town Manager
 Train Service
 Transfer Station/Recycle Center
 Veterans' Services
 Water Problems
 Welfare
 Wire Inspection
 Zoning
 Zoning Appeals

Call:

Municipal Properties
 264-9629
 Treasurer and Collector
 Treasurer
 Town Hall
 Boston and Maine
 Highway Department
 Veterans' Agent
 Water District
 Welfare Department
 Wire Inspector
 Zoning Enforcement Officer
 Board of Appeals

Telephone

264-9629

 264-9617
 264-9617
 264-9612
 800-392-6100
 264-9624
 264-9617
 264-9107
 978-893-0146
 264-9632
 264-9636
 264-9632

Schools

Switchboard Calls (7 a.m. - 4 p.m.)
 Acton-Boxborough Regional High School
 Acton-Boxborough Regional Junior High School
 Community Education Office
 Conant School
 Douglas School
 Gates School
 McCarthy-Towne School
 Merriam School
 Central Office (all schools)
 Community Education at High School
 Community Education at Junior High School
 Athletic Office
 Field Office
 Extended Day Programs
 Acton-Boxborough Regional High School
 Acton-Boxborough Junior High School

264-4700
 264-4700
 264-4700
 266-2525
 266-2550
 266-2560
 266-2570
 264-4700
 264-4700
 264-4700
 264-4700 x 403
 264-4700 x 304
 264-4700 x 420
 264-4700 x 423
 264-4700 x 245
 264-4700 x 409
 264-4700 x 309

School Nurse**Night Calls****Special Calls****Custodian****REGULARLY SCHEDULED MEETINGS**

Acton Finance Committee
 Acton Historical Commission
 Acton Housing Authority
 Acton Memorial Library Trustees
 Board of Appeals
 Board of Assessors
 Board of Health
 Board of Selectmen
 Cable Advisory
 Cemetery Commission
 Citizens' Library
 Commission on Disability
 Community Housing
 Conservation Commission
 Council on Aging
 Historic District Commission
 Planning Board
 Recreation Commission
 School Committee - Local
 School Committee - Regional
 Transportation
 Volunteer Coordinating Committee
 Water Commissioners

As Posted
 2nd Wednesday 8 PM
 1st & 3rd Monday 7:30 PM
 3rd Monday 7:30 PM
 As Posted
 1st Wednesday 6 PM
 2nd & 4th Monday 7:30 PM
 Every other Tuesday As Posted 7:30 PM
 As Posted
 2nd Tuesday 2 PM
 3rd Thursday 7:30 PM
 2nd Wednesday 7 PM
 1st & 3rd Thursday 7 AM
 1st & 3rd Wednesday 7:30 PM
 2nd Wednesday (except August) 7:30 PM
 1st & 3rd Monday 7:30 PM
 2nd & 4th Monday 7:30 PM
 As Posted
 As Posted
 As Posted
 2nd Tues. 7:30 PM
 2nd & 4th Monday 7:30 PM
 2nd & 4th Monday 7:30 PM

Town Hall or A-B High School
 Town Hall
 68 Windsor Ave., West Acton
 Conference Room
 Town Hall
 Town Hall
 Town Hall
 Town Hall
 Woodlawn Com.
 Citizens' Library, West Acton
 Town Hall
 Town Hall
 Town Hall
 Senior Center, Audubon Drive
 Town Hall
 Town Hall
 Town Hall
 Town Hall
 Junior High, Conf. Room 114
 Junior High, Conf. Room 114
 Town Hall
 Town Hall
 Whitcomb Station, 693 Mass. Ave.

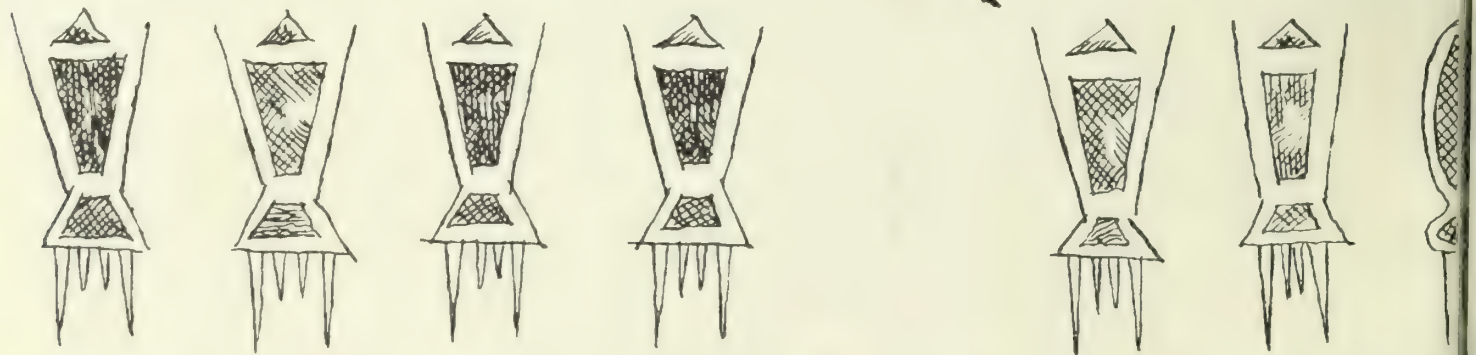
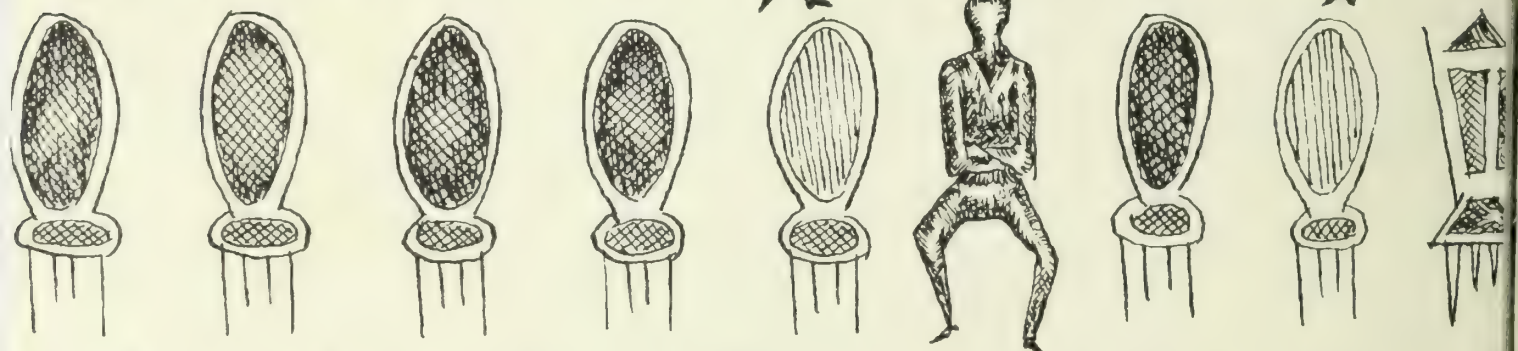
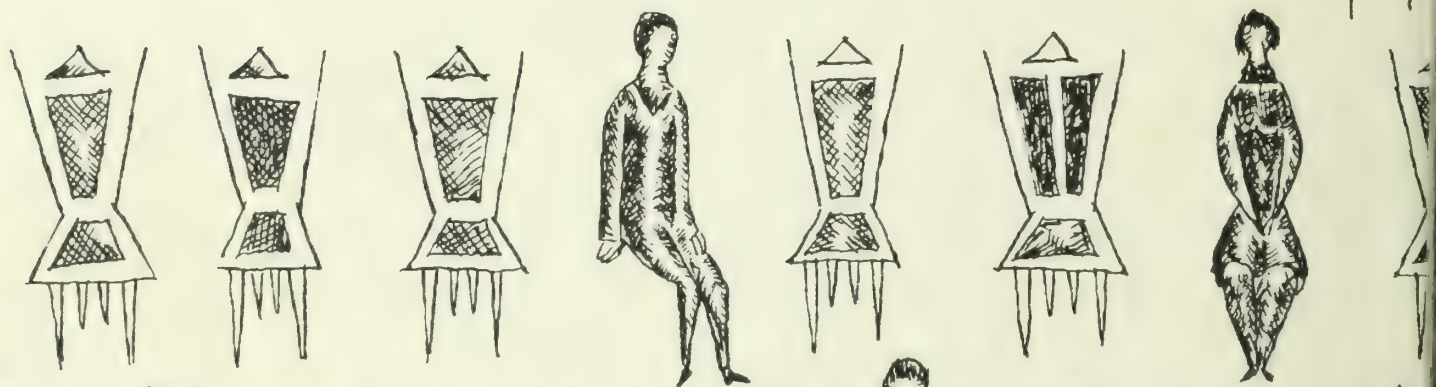
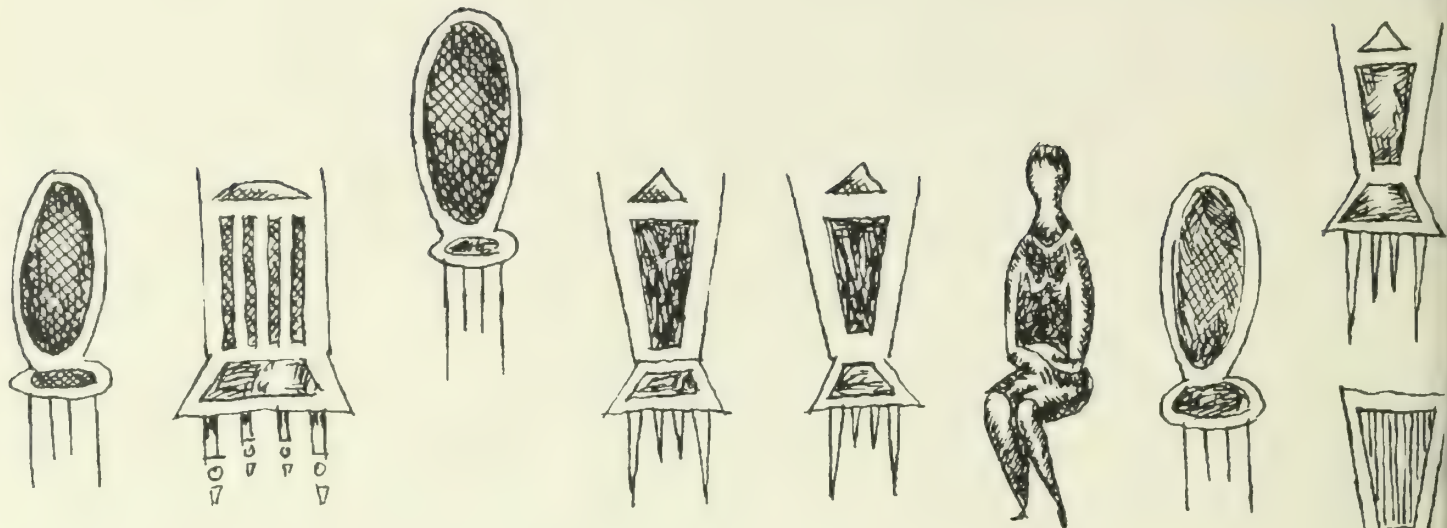
AT YOUR SERVICE

EMERGENCIES

Call 911 to save a life, report a fire, or stop a crime. Give your name, address and phone number.
For other calls, use the business number of the appropriate department.

For questions concerning:	Call:	Telephone
Animal Inspection	Animal Inspector	263-4979
Assessments	Board of Assessors	264-9622
Bills and Accounts	Town Accountant	264-9621
Births, Deaths, and Marriages	Town Clerk	264-9615
Building Commissioner	264-9632	
Cemeteries Cemetery Department	264-9644	
Civil Defense	Director of Civil Defense	264-9655
Conservation	Conservation Office	264-9631
Dog Problems (see Licenses)	Dog Officer	264-9638
Education Information	School Superintendent's Office	264-4700
Elderly Affairs	Council on Aging	264-9643
	Minuteman Home Care	263-8720
	Public Health Nursing Service	264-9653
Elections, Voting and Registration	Town Clerk	264-9615
Engineering	Town Engineer	264-9628
Fire (Business and Permits)	Fire Department	264-9645
Garbage and Refuse	Board of Health	264-9634
Hazardous Materials	Board of Health	264-9634
Health and Sanitation	Board of Health	264-9634
Highways and Streets	Highway Department	264-9624
Home Nursing	Public Health Nursing Service	264-9653
Housing	Housing Authority	263-5339
Libraries	Acton Memorial Library	264-9641
	Citizen's Library of West Acton	264-9652
	T.D.D. (for the deaf)	635-0072
Licenses		
Dog, Fishing, Hunting	Town Clerk	264-9615
Mental Health	Mental Health Assoc. of Central Middlesex	369-7715
Permits		
Blasting	Fire Department	264-9645
Building	Building Inspector	264-9632
Food Service	Board of Health	264-9634
Heating	Fire Department	264-9645
Historic Districts Certificate	Building Department	264-9632
Oil Burner	Fire Department	264-9645
Outdoor Burning	Fire Department	264-9645
Plumbing	Building Department	264-9632
Sewage	Board of Health	264-9634
Smoke Detector	Fire Department	264-9645
Wiring	Building Department	264-9632
Zoning	Zoning Enforcement Officer	264-9636
Planning	Planning Department (Fair Housing)	264-9636
Police Business	Police Department	264-9638
Recreation	Town Hall	264-9608
Selectmen	Town Hall	264-9611

(continued on inside of book)



ACTON TOWN REPORT



2002

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Annual reports, Town of
Acton, Massachusetts

Acton

Incorporated as a Town:	July 3, 1735
Type of Government:	Town Meetings ~ Selectmen/Town Manager
Location:	Eastern Massachusetts, Middlesex County, bordered on the east by Carlisle and Concord, on the west by Boxborough, on the north by Westford and Littleton, on the south by Sudbury, and the southwest by Stow and Maynard.
Elevation at Town Hall:	268' above mean sea level
Land Area:	Approximately 20 square miles

Population:	Year	Persons
	1950	3,510
	1960	7,238
	1970	14,770
	1980	19,000
	1990	18,143
	1991	17,509
	1992	18,055
	1993	18,351
	1994	18,530
	1995	18,517
	1996	18,883
	1997	19,056
	1998	19,132
	1999	19,305
	2000	20,331
	2001	19,789
	2002	19,842

IN MEMORIAM

DONALD RHUDE

Februray 17, 1931 - Arpil 26, 2002
Board of Assessord

DONALD J. MacLENNAN

March 23, 1922 - December 13, 2002
Cemetery Commission

Front Cover: Acton Then
Acton Center, 1886
Main Street Looking South

The pictures in this year's Town Report are all copies of pictures created by Arthur Davis, except for the cover photograph of Acton Center which was taken in 1889 by J.W. Black, a Boston photographer. Arthur Davis was born on March 7, 1863 and died on February 9, 1953. He was Librarian of the Acton Memorial Library for 43 years and library trustee for 25 years. He lived at 491 Main Street in Acton Center and exhibited in the American Watercolor Society in 1890. His painting and sketches mainly portrayed the roads, country views, and houses in and around Acton. All of the originals in this report are owned by the Acton Memorial Library, except for the High School Library and the revolutionary bridge drawings which are owned by the Acton Historical Society.



**2002
Annual
Reports**



**Town of
Acton,
Massachusetts**

For Reference

Not to be taken from this room

**Two Hundred and Sixty-Seventh Municipal Year
for the year ending December 31, 2002**

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ADMINISTRATIVE SERVICES

BOARD OF SELECTMEN

The year 2002 was a very challenging and busy year for the Board of Selectmen.

Early in the year, the Board received two Citizens' Petitions for the 2002 Annual Town Meeting to repeal the Planned Unit Development (PUD) and Planned Conservation Residential Community (PCRC) bylaws. A group of interested citizens, representatives of the Planning Board and Selectmen William "Trey" Shupert and Peter K. Ashton met to review the reasons for the initiating the petitions, and to determine if there were acceptable alternatives to proceeding with the petitions at Town Meeting. This study group met regularly from January up through March and did significant research into all aspects of the bylaws. It was determined that it was appropriate to recommend repeal of the PUD, however, there was substantial differences of opinion on repealing the PCRC bylaw. At the April Town Meeting, voters approved the recommendation of the Study Group to repeal the PUD bylaw and passed over the article to repeal the PCRC bylaw as the group had also recommended. The study group met throughout 2002 and has proposed modifications to the PCRC bylaw for consideration by voters at the 2003 Annual Town Meeting.

Selectman Doré Hunter continued his work with the Route 2 Corridor Advisory Committee and focused on working cooperatively with other Towns in designing several reconfigurations of the Route 2 Concord Rotary. The Selectmen and the Transportation Advisory Committee reviewed eight possible plans for the Concord Rotary and submitted their comments, recommendations and preferences to the State for review and consideration.

Construction on the Town's first public sewer system, the Middle Fort Pond Sewer District, was completed and began operating in February 2002. Residential hook-ups began during that same month and a grand opening ceremony and public tour of the new treatment plant was held in May. In an effort to encourage residential properties to hook-up to the new system, the Selectmen authorized the expenditure of gift monies to subsidize operating and maintenance expenses throughout 2002. At the end of 2002, many residential and commercial properties had hooked up and the system was processing over 80,000 gallons of wastewater per day. The central school campus was able to satisfy a Department of Environmental Protection (DEP) Consent Order by hooking into the new sewer system.

Much time was spent on working with the Commonwealth of Massachusetts to secure a piece of state-owned land on Hayward Road for construction of the T.J. O'Grady Skate Park. This has been a very long process, but we are pleased that the obstacles have been cleared for the final purchase of the

property. The Board continued to be very impressed with the hard work of all the volunteers who, through grass roots efforts, raised thousands of dollars to construct a Skate Park and the Selectmen are confident that the T. J. O'Grady Memorial Skate Park will be a valuable recreational asset for Acton for many years to come.

The Selectmen dealt with a variety of licensing issues throughout the year and worked cooperatively with local establishments and the Acton Police Department to ensure that ALL establishments with Liquor Licenses conformed to local and state regulations.

Ongoing cable TV issues with AT&T Broadband, and now Comcast, consumed much of the Board's time and energy. The Selectmen are grateful to the Town's Cable Advisory Committee (CAC) for handling many citizen complaints and for ensuring AT&T's compliance with the terms of the Cable license. The Selectmen conducted a formal performance hearing into AT&T/Comcast's overall performance and AT&T publicly recognized several deficiencies in its operations and has taken action to improve customer satisfaction.

In June, construction began on the new Quail Ridge golf course. It is anticipated that this golf course will be one of the premier golf courses in New England. More importantly, the Quail Ridge Country Club will provide jobs for area residents and increase tax revenue for the Town.

Massachusetts DEP and U.S. Environmental Protection Agency officials approached the Acton Board of Health in the summer of 2002 with conflicting recommendations regarding an expanding groundwater pollution plume associated with the W.R. Grace site in South Acton. At issue was the question of whether the Board of Health should restrict the use of residential irrigation wells in the area of the plume. With conflicting recommendations, the Board of Health launched studies to determine the best approach to this problem and issued a moratorium on the use of residential irrigation wells and conducted an extensive public outreach program.

The local and national economy continued downturns in 2002 and it became increasingly apparent that a serious revenue shortfall would occur in FY 04. The Acton Leadership Group (ALG) met regularly throughout the year to prepare financial forecasts and develop plans to address the forecasted revenue shortfalls.

The task of developing budgets amidst increasing health care and pension costs was nothing less than daunting, and although Acton had been able to manage its operating budgets within the constraints of Proposition 2 ½ for 12 years, it became clear that an operating override would be necessary to adequately

maintain core services. The Selectmen started their public budget process in August, a full four months earlier compared to previous years. That process has been ongoing and rigorous, with eight budget versions prepared and presented before the Selectmen approved final "A" and "B" level budgets. The "A" level budget assumed voter approval of a \$3 million operating override, and a "B" level budget included substantial cuts in personnel and services to bring operating expenses in line with lower revenues. In January 2003, the Selectmen set April 1st for a vote on an operating override.

Throughout 2002, a group of over 60 citizens continued to work on completing a feasibility study for a new Public Safety Facility. Voters approved the feasibility plan for a new Public Safety Building, to be constructed at the site of the present Police Station, at a Special Town Meeting in October. On November 5th, voters approved a \$6.4 million appropriation in a Debt Exclusion Override. An architect has since been hired and we are in the process of preparing detailed construction plans and specifications and expect to begin construction of the new facility in early summer, 2003.

Ongoing study by the Towne Building Reuse Study Committee resulted in a recommendation that the building be renovated for residential use, with affordable units included. An Article was presented to the October Special Town Meeting, seeking Home Rule Legislation to allow the Selectmen to enter into a long-term lease for this purpose. The Special Town Meeting approved this Article and the Legislature subsequently passed the Law. We are presently preparing a Request for Proposals (RFP), seeking proposals from developers to renovate the Towne building.

Selectman Walter Foster led the effort for Acton to implement the Community Preservation Act (CPA). This initiative received broad-based support from citizens interested in preserving open space, historic structures and other unique community assets. After approving an Article for the CPA at the Annual Town Meeting in April 2002, voters again approved the CPA at the November election. A committee has now been appointed to recommend distribution of CPA funds and Town Staff implemented the CPA surcharge with the December quarterly property tax bills.

In October 2002, the Middlesex Pension System announced an increase of more than \$600,000 in the Town's assessment. This caused Acton and many of the other communities in the system to initiate a campaign to gain more control and oversight of the operations of the Pension System. Submitting to pressure from member communities, the System reduced its proposed increase to slightly more than \$400,000 for Acton (and similar increases for other communities), with warnings that additional increases of similar magnitude should be expected over the next several years. The Selectmen continue to pursue legislation that will significantly enhance oversight and require the Pension System to conduct regular independent audits of its financial performance and investment record.

In response to substantial increases to health insurance premiums, the 2020 Group developed a comprehensive seminar

to discuss the challenges of managing a complex Health Insurance Trust program. Participants in the seminar discovered that controlling costs of the Health Insurance Trust were very difficult due to the effects of a number of economic factors.

On the first anniversary of the terrorist attacks on America, the Town dedicated a memorial to the two Acton residents lost on September 11, 2001. As we responded to an increased terrorist threat, we are inspired by the courage displayed by the families of all those who were lost on that tragic day.

As for the Board itself, Doré Hunter and Trey Shupert were re-elected to another term as Selectmen. This is Doré's seventh term and he is nothing short of a valuable asset to the Board and to Acton. He continues to serve on a variety of committees including the school building project committee, Route 2 Corridor Advisory Committee, the Public Safety Facility Committee and the MBTA Advisory Board. Trey Shupert was elected Chair in 2002, and was kept very busy with the demands of municipal government throughout the year. He served on the Wastewater Advisory Committee, the Public Safety Facility Committee and as a member of the ALG. Walter Foster was elected Vice-Chair and served on the ALG, CPA Advisory Committee and Economic Development Committee. Pamela Harting-Barrat was again elected Clerk of the Board and served on the Economic Development Committee and also as a community liaison with Emerson Hospital. Peter Ashton continued to work on the development of financial plans and budgets and provided expert advice as the Board debated the details of the municipal budgets. He led the development of a new Health Insurance Trust Agreement, co-chaired the PCRC Bylaw study group, and served on the CPA Advisory Committee and the Senior and Disabled Tax Relief Committee.

A very capable and experienced Town Staff supports the Selectmen. Town Manager Don Johnson and Assistant Town Manager John Murray provided valuable insight and counsel throughout the year, which enabled the Board to competently carry out its responsibilities. The Board continues to be impressed with the dedication, professionalism and sense of urgency demonstrated by our paid Town Staff. Under the most challenging of economic environments, our municipal staff provides the highest level of support and services to citizens.

Acton is also very lucky to have an enthusiastic and dedicated group of volunteers who provide a valuable service to the community in a variety of roles and functions. Quite simply, Acton is much better place to live as a result of the countless hours of selfless service that they give to their community. We extend our sincere thanks and appreciation to all our community volunteers and encourage all our citizens to volunteer for a Town board or committee.

Acton is indeed a very special town. A community that we can all be proud to call home.

Respectfully Submitted,

William "Trey" Shupert, Chairman
Board of Selectmen

TOWN MANAGER'S

Issues related to September 11, 2001, consumed much of 2002. Our Public Safety personnel, in particular, spent many of their hours and resources addressing Homeland Security, threats of terrorism and emergency plans. These demands have increased as our country contemplates the possibility of expanded war efforts beyond Afghanistan. Locally, interested citizens formed a neighborhood network, independent of Town government, to provide emergency communications and assistance between neighbors. Although September 11 was the catalyst for establishing this network — the Acton Neighborhood Network (ANN) — it has clearly shown that a citizens' organization of this nature provides many benefits beyond preparedness for potential terrorist attacks. In the case of "ordinary" local emergencies (storms, missing persons, etc.) ANN has already been employed to distribute accurate emergency messages to citizens, relieving Public Safety personnel of some of these tasks and allowing them to concentrate on their response efforts. Moreover, ANN is helping to develop closer ties between neighbors and neighborhoods.

In February the Town was successful in bringing its first public sewer system on-line. There were many obstacles throughout the years of planning, designing, financing and constructing this project. Some were so onerous that knowledgeable professionals in the field expressed doubts that the project could be completed under the constraints imposed upon it. Nonetheless, through creative, tireless work on the part of many talented volunteers and staff, Acton was able to achieve what many thought could not be done. The treatment plant is a state-of-the-art facility which all are encouraged to see. If you would like a tour, please call the Health Director, Doug Halley, at (978) 264-9634. Doug will be happy to make the arrangements.

Voters at the 2001 Annual Town Meeting authorized an appropriation to supplement the efforts of a dedicated group of teens whose goal is to construct a skatepark in memory of their friend, T. J. O'Grady. The appropriation also authorized the use of Municipal land for this purpose. Town officials worked with the group to identify suitable parcels. Ultimately, a parcel of state-owned land was identified as the most desirable location and we set out to see if we could acquire this land from the Commonwealth. After months of work, and with the aid of our Legislators, we have finally been advised that the Town may purchase this land for a nominal amount (\$2,500). We are expecting a deed confirming this transaction in the near future. Once the land has been secured, the project will advance.

In another action at the 2001 Annual Town Meeting, voters rejected a request for funds to construct a new Public Safety Facility. The Selectmen listened closely to the objections raised during that debate and immediately embarked on a new, inclusive process to address those concerns. After a year and a half of study by numerous, broad-based committees, a revised proposal was presented to a Special Town Meeting in October. This time the project was overwhelmingly approved. A subsequent vote

at the November Election authorized the necessary Proposition 2 ½ Debt Exclusion. The architect was hired shortly thereafter and the preparation of plans has begun.

We are proud of our accomplishments in 2002; however, not all was rosy. Even as we entered the Spring Town Meeting, the Selectmen, School Committees and Finance Committee realized that the condition of the Federal, State and local economy was such that budget issues loomed for FY04. In his message to the 2002 Annual Town Meeting, Chairman Ashton noted that a significant Operating Override would probably be needed for FY04.

Realizing the potential magnitude of the FY04 problem, the Selectmen and School Committees directed their respective staffs to begin preparing FY04 budgets during the summer of 2002 — three to four months earlier than normal. This "head start" gave Acton a decided advantage as the state's fiscal condition deteriorated. The Acton Leadership Group (ALG) met continually throughout this period and planned conservatively for the coming fiscal year. As 2002 ended the picture was not pretty but the position of Acton's FY04 Budget projections appeared realistic and in line with what was happening. Other communities were not so fortunate. The realistic assumptions and recommendations of the ALG have positioned the Town well to confront the difficulties that are now obvious for FY04.

Adding to the budget woes, in November the Middlesex Retirement System announced a planned 60% increase (approximately \$600,000) in their FY04 assessment to Acton. Many of the other communities in the system were advised of similar increases. Town Managers and Treasurers in these communities (including Acton) joined together and confronted the Retirement System on this issue. After some debate, assessments were lowered (Acton's was lowered to a 33% increase) but the Retirement System advised that they expected to apply increases of a similar magnitude in the next several years. In response, the communities have filed legislation to provide greater community oversight to the operations of the Middlesex Retirement System. The Retirement System countered this action by hiring a lobbyist to lobby for the defeat of our legislation on Beacon Hill. While few voters are likely to see this as an important issue, it represents hundreds of thousands of dollars annually to the taxpayers of Acton ... dollars that could have been used to lessen the budgetary cuts required in both the "A" and "B" Budgets of the Town and Schools ... dollars that could have been used to maintain Fire and Police coverage ... dollars that could have been used to retain some of the teachers the schools are having to cut. We see this as an important issue and will continue to oppose the inappropriate business decisions and actions of the Middlesex Retirement System.

The Municipal Budget is today, and has been for many years, under extraordinary pressure. We do our best to camouflage the effects. We try to work smarter but, more often than not, the only solution is to work harder and longer. This fact is

burning out many key municipal personnel. To the extent that the citizens of Acton do not see our deficiencies, we have been successful. To the extent that these deficiencies are becoming more and more apparent, we are less successful. Two simple examples will illustrate this concern:

1. A small group of Trustees of various Trusts held by the Town approached a member of the Board of Selectmen and staff this year seeking to reestablish an advisory and reporting process that has been lost in recent years, due to staffing constraints. Even with the best of intentions to honor this request, staff was simply overwhelmed by other priorities during the year and failed to live up to our promise to do so. After considerable negotiations we have come to a satisfactory resolution, but staff's inability to respond adequately to these Trustees created unnecessary stress for all parties.
2. For budgetary reasons, wherever possible, we have deferred maintenance projects and the replacement of vehicles and equipment. In one instance, a series of unexpected, unrelated mechanical failures – all serious enough to require the removal of apparatus from service – left the Fire Department facing a weekend with only two first-line Fire Department

vehicles available. Our Ladder Truck and three Pumpers were out of service (one having to have been towed from the scene of a response). We were left with only the Ambulance and one Pumper to cover the Town. Acton was almost totally reliant on Mutual Aid from surrounding communities during the several days it took to get our apparatus repaired and back in service. Fortunately, there were no serious problems resulting from these equipment failures, but the possibilities were chilling.

We are thankful that there have been few examples such as cited above. We also know that the potential for more serious examples is growing. We have long noted that Municipal services are not sustainable at the available funding levels. There are limited alternatives and most are less than desirable. Nonetheless, solutions must be found before more serious problems occur.

Even with the budgetary problems, and in spite of the world condition or the fiscal issues of the state and nation, Acton remains one of the finest communities anywhere in which to live and raise a family. With your continued support, your Town staff pledges our continued efforts to see that Acton remains the wonderful community that we all love.

Respectfully submitted,

Don P. Johnson
Town Manager



View of Acton Center as seen from Nagog Hill Road.

PERSONNEL ADVISORY BOARD

The Personnel Advisory Board was established in 1996 as an advisory group to provide guidance and assistance to the Town's Human Resource Director in dealing with personnel issues.

There were no major personnel projects undertaken in 2001. A review of the Personnel Bylaw and employment practices showed that the Town is in compliance with current state and federal employment laws.

The Board agreed to limit further meetings to those necessary to provide assistance to Mr. Charles Jones, the Town's Human Resource Director, the Town Manager or Board of Selectmen as requested.

During the course of the year Human Resources was very busy with union activity at the Joint Labor Management Commission with hearings and arbitration on grievances and contracts. Union contracts were settled with the police and fire unions, and we implemented cafeteria benefits for non-union employees. We hired 37 new employees including Marcia Rich, the Director of Memorial Library and lost 21 employees through retirement or separation.

Board Members
John Donnelly
Christopher Mar, Chairman
Diane Yasgur



The dam in East Acton on Concord Road,
as viewed from Ice House Pond.

TOWN REPORT COMMITTEE

We applaud the cooperation of those departments and committee chairs who turned in their reports in good time. However, there are still some who seem to wait until the report is ready for the printer before submitting this annual requirement.

The committee would like to thank Christine Joyce who deserves special recognition for her tireless efforts in collating the reports and the administrative management between the committee and the printer.

Ann Chang
Mildred Jarvis
Ted Jarvis
Christine Joyce

VOLUNTEER COORDINATING COMMITTEE (VCC)

The Volunteer Coordinating Committee (VCC) works for the Board of Selectmen, Town Manager and Town Moderator to help staff town boards. During 2002 approximately 150 people served as volunteers on town boards or committees. The VCC interviewed 25 candidates to fill openings. We monitor the status of committee membership and recommend reappointment of members who are eligible and wish to serve additional terms.

Acton is fortunate to have an active and dedicated volunteer force serving on approximately 28 volunteer boards of town government. Acton's volunteer boards contribute thousands of hours of valuable and much appreciated service to the town. We encourage anyone who is interested in serving on any town committee to fill out a Town of Acton Volunteer Application. They are available at the Town Clerk's Office, Acton Memorial Library and the Citizen's Library.

Thank you to all the volunteers who contributed so much to the town of Acton.

Nancy Whitcomb, Chairman
Doris Prendiville, Clerk
Jean Schoch
Sheryl Egan
Efi Papadopoulos

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

The Board of Assessors regular scheduled meetings are on the first Wednesday of each month at 6:00 P.M. in the Town Hall. Additional meetings are held as needed. Dates and times are posted 48 hours in advance. The Town's tax base grew by more than \$350 million in valuation from FY01. This was attributed to new construction and a town wide reassessment program, reflective January 1, 2001. At the annual classification hearing, the Board of Selectmen voted a uniform tax rate of \$15.11.

Fiscal Year 2002 Valuation Summary

Property Class	Valuation	% of Total
Residential	2,298,369,011	85.8%
Commercial	251,506,292	9.4%
Industrial	87,929,210	3.3%
Personal Property	39,540,867	1.5%
Total Taxable Value	2,677,345,380	100%

Tax Rates

Residential	Com/Ind/PP
15.11	15.11

Assessors
Donald Rhude, Chairman
James Kotanchik
Lester Goodridge

HOUSE SALES - 2001

Property Location	Sale Date	Sale Price
19 Alcott St	10/26/2001	379,050
44 Alcott St	1/29/2001	400,000
6 Alexandra Wy	2/9/2001	589,900
10 Alexandra Wy	6/7/2001	631,650
12 Alexandra Wy	2/23/2001	630,340
16 Alexandra Wy	4/2/2001	647,010
17 Alexandra Wy	6/22/2001	607,100
18 Alexandra Wy	4/27/2001	745,715
20 Alexandra Wy	10/16/2001	686,225
1 Andrew Dr	10/10/2001	661,793
5 Andrew Dr	12/21/2001	830,783
132 Arlington St	7/10/2001	460,000
133 Arlington St	12/28/2001	251,000
151 Arlington St	6/12/2001	579,000
250 Arlington St	8/31/2001	345,000
255 Arlington St	4/30/2001	195,000
261 Arlington St	12/20/2001	188,500
267 Arlington St	2/27/2001	320,000
281 Arlington St	8/10/2001	209,900
372 Arlington St	7/31/2001	377,900

Property Location	Sale Date	Sale Price
389 Arlington St	7/11/2001	390,060
122 Audubon Dr	9/1/2001	345,000
6 Autumn Ln	8/23/2001	570,450
10 Bayberry Rd	8/2/2001	440,000
22 Bayberry Rd	7/3/2001	435,000
5 Beechnut St	8/20/2001	753,000
12 Berry Ln	7/12/2001	389,000
4 Beth Cir	2/27/2001	173,000
10 Beth Cir	3/30/2001	195,000
14 Beth Cir	10/26/2001	222,000
22 Beth Cir	5/1/2001	205,000
8 Beverly Rd	8/15/2001	409,000
15 Beverly Rd	10/26/2001	432,000
16 Black Horse Dr	5/9/2001	395,000
25 Black Horse Dr	6/25/2001	475,000
7 Blue Heron Wy	7/11/2001	500,000
3 Brewster Ln	6/1/2001	349,900
9 Brewster Ln	10/15/2001	345,000
12 Brewster Ln	7/16/2001	329,000
20 Brewster Ln	10/3/2001	340,000
4 Brimstone Ln	11/29/2001	473,000
5 Broadview St	10/31/2001	500,000
237 Brown Bear Crsg	6/21/2001	280,000
238 Brown Bear Crsg	8/1/2001	260,000
252 Brown Bear Crsg	7/2/2001	239,000
262 Brown Bear Crsg	7/11/2001	272,500
11 Brucewood Rd	12/7/2001	340,000
13 Brucewood Rd	12/10/2001	350,000
20 Brucewood Rd	3/1/2001	360,000
60 Brucewood Rd	12/14/2001	470,000
144 Butternut Hollow	3/23/2001	262,900
3 Capt Browns Ln	8/29/2001	460,000
11 Capt Browns Ln	9/12/2001	546,000
20 Capt Browns Ln	6/27/2001	527,000
12 Carriage Dr	12/14/2001	315,000
37 Central St	8/30/2001	537,000
140 Central St	6/28/2001	294,500
194 Central St	1/26/2001	362,000
291 Central St	5/1/2001	190,000
402 Central St	5/21/2001	310,000
427 Central St	12/11/2001	663,000
74 Charter Rd	7/27/2001	590,000
79 Charter Rd	7/27/2001	462,000
14 Cherry Ridge Rd	6/29/2001	485,000
14 Chestnut St	12/3/2001	550,000
39 Conant St	12/12/2001	220,000
39 Conant St	12/12/2001	38,000
48B Conant St	1/9/2001	449,000
59 Conant St	9/6/2001	409,900
62 Conant St	9/10/2001	415,000
113 Concord Rd	7/21/2001	415,000
15 Coolidge Dr	10/15/2001	567,500

Property Location	Sale Date	Sale Price	Property Location	Sale Date	Sale Price
11 Davis Rd #A1	8/31/2001	145,000	3 Fox Hill Rd	1/16/2001	310,000
19 Davis Rd #A1	7/13/2001	133,000	19 Grasshopper Ln	5/22/2001	570,000
9 Davis Rd #A15	7/20/2001	145,000	26 Grasshopper Ln	7/3/2001	435,000
19 Davis Rd #A16	8/30/2001	117,000	401 Great Elm Wy	4/13/2001	241,500
9 Davis Rd #A3	9/13/2001	97,000	405 Great Elm Wy	7/11/2001	274,900
9 Davis Rd #A7	11/20/2001	133,000	432 Great Elm Wy	5/25/2001	278,000
15 Davis Rd #B1	3/5/2001	125,000	441 Great Elm Wy	6/29/2001	274,278
11 Davis Rd #B11	9/28/2001	150,000	572 Great Elm Wy	8/13/2001	250,000
9 Davis Rd #B16	7/17/2001	141,500	597 Great Elm Wy	2/15/2001	224,000
9 Davis Rd #B9	8/4/2001	125,000	598 Great Elm Wy	7/10/2001	213,500
11 Davis Rd #C1	8/27/2001	155,900	368 Great Rd #1	3/9/2001	119,900
19 Davis Rd #C12	4/2/2001	118,500	403 Great Rd #1	12/23/2001	252,000
11 Davis Rd #C2	7/20/2001	144,900	428 Great Rd #1	7/26/2001	106,000
19 Davis Rd #C2	3/15/2001	137,000	376 Great Rd #15	3/7/2001	112,900
11 Davis Rd #C3	8/1/2001	80,000	424 Great Rd #15	5/1/2001	69,000
9 Davis Rd #C6	10/29/2001	128,000	405 Great Rd #17	1/17/2001	97,500
19 Davis Rd #C6	11/28/2001	129,000	424 Great Rd #18	6/8/2001	108,000
23 Davis Rd #C6	3/7/2001	103,900	428 Great Rd #18	9/21/2001	103,000
23 Davis Rd #C7	5/18/2001	195,000	48 Great Rd #28	4/27/2001	135,100
4 Deergass Ln	7/26/2001	384,000	48 Great Rd #33	3/8/2001	74,500
6 Doris Rd	5/31/2001	425,000	48 Great Rd #34	12/4/2001	116,000
40 Drummer Rd	8/22/2001	208,900	48 Great Rd #38	9/28/2001	134,900
42 Drummer Rd	8/15/2001	251,000	201 Great Rd #4	9/20/2001	550,000
51 Drummer Rd	8/20/2001	262,500	405 Great Rd #4	2/28/2001	105,000
1 Drummer Rd #A2	8/24/2001	125,000	201 Great Rd #5	9/20/2001	650,000
3 Drummer Rd #B4	4/20/2001	137,500	428 Great Rd #6	10/26/2001	105,000
2 Drummer Rd #D4	2/21/2001	137,500	407 Great Rd #8	3/30/2001	181,000
4 Drummer Rd #E2	1/31/2001	75,000	407 Great Rd #9	7/31/2001	205,000
4 Drummer Rd #E3	5/31/2001	91,105	420 Great Rd #A3	8/17/2001	77,000
4 Drummer Rd #E4	6/25/2001	139,900	187 Great Rd #A4	1/31/2001	68,000
6 Drummer Rd #F2	2/13/2001	113,500	205 Great Rd #A4	11/8/2001	117,000
6 Drummer Rd #F4	6/29/2001	134,000	209 Great Rd #A6	3/26/2001	71,000
2 Duston Ln	12/18/2001	870,000	209 Great Rd #B1	6/1/2001	150,000
8 Eastern Rd	10/2/2001	205,000	205 Great Rd #B3	5/25/2001	110,000
3 Elm St Unit 1	2/20/2001	145,500	420 Great Rd #B4	12/14/2001	110,000
9 Elm St Unit 3	8/27/2001	150,000	209 Great Rd #B6	8/23/2001	118,000
9 Elm St Unit 4	12/10/2001	154,000	209 Great Rd #B7	9/20/2001	111,000
3 Elm St Unit 7	9/18/2001	149,900	205 Great Rd #C2	4/2/2001	133,500
7 Elm St Unit 8	2/23/2001	134,000	420 Great Rd #C2	6/1/2001	110,000
51 Ethan Allen Dr	7/1/2001	390,000	187 Great Rd #C3	10/31/2001	70,000
12 Evergreen Rd	4/27/2001	333,000	420 Great Rd #C3	6/1/2001	100,000
1 Farmers Row	8/1/2001	625,000	420 Great Rd #C6	9/27/2001	117,000
14 Farmstead Wy	12/28/2001	498,400	420 Great Rd #C7	8/13/2001	114,500
7 Faulkner Hill Rd	8/23/2001	459,900	420 Great Rd #C9	8/13/2001	140,600
10 Faulkner Hill Rd	8/15/2001	438,500	390 Great Rd A10	1/31/2001	99,500
25 Faulkner Hill Rd	8/1/2001	360,000	390 Great Rd A12	8/30/2001	129,000
41 Faulkner Hill Rd	8/10/2001	372,000	382 Great Rd A202	12/28/2001	114,000
4 Fischer Pa	3/15/2001	641,117	384 Great Rd A202	8/2/2001	126,500
35 Flint Rd	8/29/2001	399,500	384 Great Rd A302	3/30/2001	115,900
45 Flint Rd	8/22/2001	410,000	382 Great Rd A303	6/19/2001	140,000
49 Flint Rd	7/27/2001	353,000	392 Great Rd B103	9/4/2001	84,250
1 Flintlock Dr	1/18/2001	410,500	382 Great Rd B104	7/27/2001	134,000
19 Forest Rd	8/27/2001	326,750	386 Great Rd B17	5/30/2001	125,000
3 Fort Pond Rd	11/5/2001	350,000	390 Great Rd B21	8/31/2001	108,900
5 Foster St	11/1/2001	398,000	390 Great Rd B24	8/27/2001	147,000

Property Location	Sale Date	Sale Price	Property Location	Sale Date	Sale Price
7 Green Needle Wa	3/23/2001	630,000	25 Marshall Pa	12/17/2001	875,000
1 Gregory Ln	7/1/2001	560,000	29 Martin St	7/30/2001	295,000
86 Hammond St	1/4/2001	595,000	469 Mass Av	6/29/2001	645,000
4 Haynes Ct	2/22/2001	290,000	1 Meetinghouse Rd	9/26/2001	248,500
5 Hayward Rd	12/17/2001	365,900	15 Meyer Hill Dr	9/24/2001	400,450
14 Hayward Rd	3/29/2001	349,000	17 Meyer Hill Dr	11/30/2001	412,541
6 Heather Hill Rd	7/23/2001	430,000	19 Meyer Hill Dr	9/20/2001	415,090
12 Heather Hill Rd	7/31/2001	448,000	21 Meyer Hill Dr	9/18/2001	417,099
4 Hennessey Dr	9/14/2001	403,450	23 Meyer Hill Dr	8/16/2001	392,074
40 High St	12/19/2001	583,500	24 Meyer Hill Dr	8/31/2001	410,000
172 High St	6/27/2001	454,000	25 Meyer Hill Dr	8/30/2001	394,900
189 High St	6/28/2001	446,900	27 Meyer Hill Dr	8/1/2001	379,900
257 High St	12/18/2001	290,000	28 Meyer Hill Dr	7/25/2001	389,371
272 High St	4/2/2001	455,320	29 Meyer Hill Dr	8/28/2001	406,955
17 Horseshoe Dr	5/30/2001	440,000	40 Meyer Hill Dr	10/2/2001	380,968
115 Hosmer St	5/25/2001	420,000	42 Meyer Hill Dr	8/31/2001	392,603
119 Hosmer St	5/14/2001	510,000	44 Meyer Hill Dr	8/6/2001	376,138
85 Hosmer St #A3	2/15/2001	100,000	47 Meyer Hill Dr	12/4/2001	389,900
17 Jackson Dr	9/7/2001	792,500	49 Meyer Hill Dr	10/12/2001	389,515
32 Jackson Dr	6/18/2001	629,000	9 Minot Av	11/30/2001	365,000
37 Jackson Dr	10/5/2001	325,000	22 Minot Av	11/21/2001	442,500
3 Jefferson Dr	8/13/2001	440,000	48 Nagog Hill Rd	6/6/2001	405,000
2 Juniper Ridge Rd	5/1/2001	330,000	160 Nagog Hill Rd	6/14/2001	426,000
13 Juniper Ridge Rd	5/15/2001	400,950	169 Nagog Hill Rd	1/26/2001	635,000
9 Kelley Rd	3/2/2001	310,000	63 Nashoba Rd	2/1/2001	462,000
2 Knowlton Dr	8/8/2001	430,000	98 Newtown Rd	7/20/2001	750,000
19 Knowlton Dr	12/19/2001	710,000	103 Newtown Rd	7/20/2001	438,000
16 Lexington Dr	2/22/2001	499,000	172 Newtown Rd	5/14/2001	540,000
17 Lexington Dr	9/28/2001	525,000	226 Newtown Rd	5/18/2001	1,159,515
48 Lexington Dr	3/30/2001	532,000	107 Nonset Pa	8/23/2001	428,000
73 Liberty St	5/15/2001	390,000	115 Nonset Pa	8/29/2001	435,000
11 Lilac St	8/28/2001	232,000	3 Notre Dame Rd	6/26/2001	430,000
13 Lincoln Dr	5/15/2001	615,000	20 Oakwood Rd	12/4/2001	347,800
20 Longmeadow Wy	8/20/2001	659,000	1 Old Oregon Rd	7/12/2001	598,500
2 Loosestick Wy	7/27/2001	659,000	444 Old Stonebrook	11/5/2001	288,000
11 Lothrop Rd	10/5/2001	369,500	611 Old Stonebrook	1/5/2001	232,000
6 Macleod Ln	4/11/2001	489,900	2 Old Village Rd	7/30/2001	729,000
4 Madison Ln	9/7/2001	588,000	21 Oneida Rd	7/28/2001	385,000
74 Main St	2/28/2001	282,000	23 Oneida Rd	4/10/2001	454,000
170 Main St	11/19/2001	340,000	23 Overlook Dr	8/24/2001	617,000
178 Main St	4/6/2001	290,000	8 Palmer Ln	6/18/2001	835,000
200 Main St	11/27/2001	248,000	196 Parker St	9/28/2001	365,000
376 Main St	9/7/2001	300,000	204 Parker St	11/16/2001	306,800
419 Main St	10/19/2001	419,000	120 Parker St #16	2/21/2001	120,175
455 Main St	12/4/2001	700,000	118 Parker St #21	6/5/2001	103,000
460 Main St	12/11/2001	400,000	120 Parker St #32	9/7/2001	119,500
767 Main St	7/27/2001	263,000	126 Parker St #A35	6/28/2001	137,000
821 Main St	10/21/2001	460,000	132 Parker St #H5	7/12/2001	129,900
272 Main St #B4	3/2/2001	152,950	132 Parker St #I5	2/23/2001	117,500
900 Main St Beside	7/24/2001	75,000	130 Parker St #J1	8/31/2001	139,000
16 Mallard Rd	12/26/2001	420,000	130 Parker St #K2	5/15/2001	136,000
17 Mallard Rd	12/17/2001	448,000	128 Parker St 2B	7/27/2001	230,000
55 Maple St	6/28/2001	187,500	128 Parker St 2D	7/16/2001	223,000
23 Marshall Pa	1/5/2001	867,500	128 Parker St 3C	7/16/2001	229,900
24 Marshall Pa	9/27/2001	875,000	16 Patriots Rd	3/22/2001	369,900

Property Location	Sale Date	Sale Price	Property Location	Sale Date	Sale Price
20 Patriots Rd	1/26/2001	353,000	4 Spencer Rd	10/15/2001	321,250
4 Paul Revere Rd	9/28/2001	426,900	164 Split Rock Dr	3/22/2001	210,000
16 Paul Revere Rd	7/10/2001	409,000	30 Squirrel Hill Rd	10/13/2001	435,000
7 Perkins Ln	8/27/2001	685,000	31 Squirrel Hill Rd	12/6/2001	445,000
246 Pine Cone Strand	5/24/2001	260,900	34 Squirrel Hill Rd	8/14/2001	493,500
76 Pope Rd	5/1/2001	610,000	3 Stacys Wy	3/9/2001	880,000
219 Pope Rd	6/25/2001	553,000	8 Stacys Wy	3/16/2001	749,900
275 Pope Rd	9/27/2001	979,000	10 Stacys Wy	6/3/2001	775,681
352 Pope Rd	9/26/2001	540,000	29 Stoneymeade Wy	7/27/2001	875,000
50 Powder Mill Rd	6/1/2001	400,000	33 Stoneymeade Wy	3/13/2001	910,000
12 Prescott Rd	6/1/2001	469,000	48 Stoneymeade Wy	12/18/2001	770,000
29 Prospect St	9/14/2001	520,000	79 Strawberry Hill Rd	5/14/2001	799,900
54 Prospect St	12/4/2001	272,000	13 Summer St	12/17/2001	326,500
89 Prospect St	3/29/2001	315,250	125 Summer St	12/20/2001	422,000
143 Prospect St	10/12/2001	360,000	3 Ticonderoga Rd	8/28/2001	420,000
22 Putnam Rd	4/18/2001	580,000	2 Towne House Ln #1	11/16/2001	126,000
3 Putter Dr	7/27/2001	680,000	1 Towne House Ln #12	6/20/2001	116,000
11 Putter Dr	8/13/2001	655,000	2 Towne House Ln #12	2/28/2001	135,000
1 Reeve St	11/30/2001	558,830	2 Towne House Ln #18	4/27/2001	131,000
3 Reeve St	7/12/2001	592,300	1 Towne House Ln #2	7/10/2001	142,000
4 Reeve St	8/20/2001	702,730	2 Towne House Ln #5	10/31/2001	155,000
5 Reeve St	5/31/2001	595,035	502 Tumbling Hawk	11/21/2001	225,000
6 Reeve St	3/23/2001	614,900	511 Tumbling Hawk	7/1/2001	252,000
7 Reeve St	7/27/2001	575,155	514 Tumbling Hawk	11/29/2001	261,000
9 Reeve St	10/26/2001	697,560	8 Tupelo Wy	1/5/2001	619,900
13 Reeve St	9/6/2001	685,330	5 Valley Rd	8/29/2001	484,000
15 Reeve St	9/25/2001	815,590	6 Walnut St	9/28/2001	705,000
17 Reeve St	3/7/2001	781,685	11 Wampus Av #A13	7/20/2001	111,000
24 Revolutionary Rd	1/3/2001	679,900	9 Wampus Av #A4	4/18/2001	122,250
56 River St	10/19/2001	354,000	5 Wampus Av #B1	7/31/2001	85,000
7 Robert Rd	8/9/2001	550,000	7 Wampus Av #B15	7/30/2001	75,000
13 Samantha Wy	6/29/2001	360,000	5 Wampus Av #B7	7/1/2001	129,900
21 Samuel Parlin Dr	5/4/2001	755,000	20 Washington Dr	6/1/2001	468,000
3 Sandy Dr	10/3/2001	625,000	22 Washington Dr	4/10/2001	515,000
4 Sandy Dr	1/26/2001	441,000	24 Washington Dr	6/25/2001	418,000
5 Sandy Dr	8/15/2001	588,500	34 Washington Dr	2/19/2001	500,000
49 School St	8/3/2001	275,000	35 Washington Dr	4/26/2001	540,000
76 School St	7/16/2001	300,000	125 Waterside Clr	6/25/2001	229,000
174 School St	6/29/2001	350,000	6 Westside Dr	1/29/2001	363,440
193 School St	10/24/2001	396,000	8 Westside Dr	2/26/2001	363,440
229 School St	11/6/2001	296,000	9 Westside Dr	3/26/2001	94,500
235 School St	11/30/2001	515,000	10 Westside Dr	2/26/2001	366,200
246 School St	9/29/2001	522,000	12 Westside Dr	1/25/2001	94,500
253C School St	8/28/2001	419,900	14 Westside Dr	4/11/2001	363,440
256 School St	6/25/2001	389,000	16 Westside Dr	6/26/2001	379,900
307 School St	5/31/2001	401,000	2 Whispering Wa	1/30/2001	464,575
67 Seminole Rd	8/24/2001	409,900	4 Whispering Wa	1/24/2001	508,313
76 Seminole Rd	8/3/2001	310,202	5 Whispering Wa	7/31/2001	667,000
78 Seminole Rd	6/22/2001	370,000	54 Willow St	12/28/2001	283,500
88 Seminole Rd	9/28/2001	402,000	106 Willow St	10/19/2001	275,000
3 Seneca Rd	6/27/2001	392,000	8 Windingwood Ln	10/26/2001	412,000
10 Seneca Rd	12/19/2001	361,000	9 Windingwood Ln	3/16/2001	455,000
23 Seneca Rd	3/30/2001	485,000	48 Windsor Av	1/31/2001	449,000
16 Silver Hill Rd	7/23/2001	535,000	29 Woodbury Ln	9/26/2001	345,000
25 Simon Willard Rd	12/13/2001	380,000	Parcel Count: 401		

ELIZABETH WHITE FUND

A permanent fund was bequeathed to the Town of Acton by George R. White in memory of his mother, Elizabeth. The income from the fund is to be used only "in relieving the necessities of the deserving poor and unfortunate. It shall be the duty of the Town to anticipate such necessity of aid assistance by inquiry and investigation, in advance of claims as far as possible, in order that sensitive and deserving people may receive assistance, who might, because of publicity, refrain from making application of aid."

Because of the unfavorable economic situation, the Trustees deemed it unwise to make any monetary awards this year.

Cornelia Huber
Francis Joyner
John Powers
Trustees

GOODNOW FUND

There is a \$3,000 Principal in the fund and the interest is designated to go to the Cemetery and the Acton Congregational church.

This year, due to the economy, it has not earned any interest.

Respectfully,

Mabel Grekula
Frances Moretti
Alice Miller
Trustees

FINANCE COMMITTEE

Two officers of the Committee met monthly as part of the Acton Leadership Group. At those meetings with officials from the Town, the Schools, and members of the School Committees and the Selectmen, they discussed and coordinated policy recommendations for the Town and Schools primarily concerning budget issues. For Fiscal 2004 budgets to be voted on at the Annual Town Meeting in April of FY03, the Finance Committee supported the use of appropriate amounts of free cash and an operating override of 3 million dollars for FY04. This reflected the revenue situation that seems to have grown worse with each month instead of maintaining its then current rate as we had predicted. In addition it reflected the very large increases in required expenditures for employee health coverage, employee pensions and special education payments, especially those for out-of district placements.

The Finance Committee met once or twice a month throughout the year. During 2002 we switched our meetings to Tuesday night and they were broadcast on local access television. It held its annual budget hearing in March prior to the April Town Meeting. At that hearing representatives of the three school committees (Regional, Local and Regional Technical) and the Selectmen presented their budgets and the Finance Committee commented upon them.

Members of the Finance Committee regularly attended School Committee meetings as well as those of the School Building Committee, the proposed Public Safety Facilities Task Force and other Town agencies.

The Finance Committee used its monthly "Sources and Uses Reports" in its analyses of the budget situations facing the Town's citizens. These were prepared for the Committee by one of its members, John Prendiville, from data supplied by the town and the school department. These Reports provided the basis for the Committee's projections of future revenue and expenditure gaps that must be solved by the Schools, the Town and Town Meeting.

The Finance Committee supported the building of the revised police station proposal that cost approximately \$6,000,000. It was approved at Town Meeting and in a subsequent debt exclusion override vote. The cost was consistent with what the Finance Committee had proposed many months earlier.

One member, Jack Reitz, completed his period of service this year. Jack made significant contributions to the work of the Committee especially his study last year that linked the number of school age children per housing unit with data on the assessed valuation of individual properties. He also served on the task force for the new public safety facilities primarily on fire department issues. We appreciated his service to the Committee and the Town.

Jonathan Chinitz
Robert Evans, Jr., Chair
Gim Hom, Vice-chair
Sidney Johnston
Herman Kabakoff
Ian Moncrieff
John Prendiville
Rheta Roeber
John Ryder, Secretary

TOWN ACCOUNTANT

I respectfully submit the following for the 2002 Annual Report of the Town of Acton:

Financial Reports for the period ended June 30, 2002:

- 1) Combined Balance Sheet
- 2) Combined Statement of Revenues and Expenditures
- 3) Schedule of Taxes Receivable
- 4) Trust Fund Activity – Principal and Income

Department Object Budget – Status as of February 2003

My sincere thanks to Karen Kucala, Lisa Krause, and Joanne Butman for all their hard work for the department.

Respectfully Submitted,

Stephen G. Barrett, C.P.A.
Town Accountant



A view of the back of the Nylander house on Great Road.

**TOWN OF ACTON
DEPARTMENT OBJECT BUDGET**

SUB ACCT.	DESCRIPTION	FY2002 BUDGET	FY2002 EXPENDED*	% EXPENDED
Accountant/Comptroller				
5100	Personal Services	\$137,800	\$135,746	99%
5200	Services	\$1,300	\$4,068	313%
5400	Supplies	\$3,300	\$2,192	66%
	Department Total	\$142,400	\$142,006	100%
Assessors				
5100	Personal Services	\$136,648	\$135,881	99%
5200	Services	\$10,050	\$10,562	105%
5400	Supplies	\$1,400	\$1,002	72%
	Department Total	\$148,098	\$147,445	100%
Building Inspector				
5100	Personal Services	\$159,180	\$167,097	105%
5200	Services	\$1,200	\$1,308	109%
5400	Supplies	\$3,475	\$3,742	108%
	Department Total	\$163,855	\$172,148	105%
Town Clerk				
5100	Personal Services	\$109,488	\$72,855	67%
5200	Services	\$985	\$313	32%
5400	Supplies	\$1,750	\$1,329	76%
	Department Total	\$112,223	\$74,497	66%
Civil Defense				
5200	Services	\$2,100	\$1,244	59%
5400	Supplies	\$2,400	\$3,575	149%
	Department Total	\$4,500	\$4,819	107%
COA/Council on Aging				
5100	Personal Services	\$86,700	\$84,523	97%
5200	Services	\$8,122	\$7,396	91%
5400	Supplies	\$5,920	\$8,729	147%
	Department Total	\$100,742	\$100,648	100%
Collector				
5100	Personal Services	\$148,551	\$126,854	85%
5200	Services	\$52,650	\$32,439	62%
5400	Supplies	\$26,000	\$30,579	118%
	Department Total	\$227,201	\$189,872	84%
Commission on Disabilities				
5200	Services	\$1,500	\$1,440	96%
Dog Officer				
5100	Personal Services	\$-	\$-	
5200	Services	\$10,550	\$8,250	78%
	Department Total	\$10,550	\$8,250	78%

SUB ACCT.	DESCRIPTION	FY2002 BUDGET	FY2002 EXPENDED*	% EXPENDED
Elections				
5100	Personal Services	\$1,300	\$1,250	96%
5200	Services	\$24,420	\$12,628	52%
5400	Supplies	\$5,000	\$3,686	74%
	Department Total	\$30,720	\$17,563	57%
Engineering				
5100	Personal Services	\$161,334	\$116,738	72%
5200	Services	\$11,740	\$17,295	147%
5400	Supplies	\$2,650	\$1,147	43%
	Department Total	\$175,724	\$135,180	77%
Finance Director				
5100	Personal Services	\$122,662	\$123,877	101%
5200	Services	\$110,500	\$107,167	97%
5400	Supplies	\$49,250	\$47,274	96%
5600	Intergovernmental	\$43,116	\$43,116	100%
5700	Other Appropriations	\$2,558,946	\$2,393,241	94%
5900	Debt Service	\$1,676,996	\$1,605,451	96%
	Department Total	\$4,561,470	\$4,320,126	95%
Finance Committee				
5200	Services	\$1,000	\$425	43%
5700	Other Appropriations	\$25,000	\$-	0%
	Department Total	\$26,000	\$425	2%
Fire				
5100	Personal Services	\$2,333,189	\$2,349,634	101%
5200	Services	\$35,450	\$21,599	61%
5400	Supplies	\$72,900	\$66,264	91%
5600	Intergovernmental	\$46,250	\$21,042	45%
5800	Capital Outlay	\$10,000	\$11,348	113%
	Department Total	\$2,497,789	\$2,469,888	99%
Health				
5100	Personal Services	\$81,060	\$56,978	70%
5200	Services	\$38,400	\$52,146	136%
5400	Supplies	\$1,460	\$2,127	146%
	Department Total	\$120,920	\$111,251	92%
Highway				
5100	Personal Services	\$700,587	\$680,608	97%
5200	Services	\$256,300	\$222,388	87%
5400	Supplies	\$282,900	\$369,713	131%
5700	Other Appropriations	\$10,600	\$8,698	82%
5800	Capital Outlay	\$410,000	\$420,020	102%
	Department Total	\$1,660,387	\$1,701,427	102%
Historical Commission				
5400	Supplies	\$600	\$165	27%
	Department Total	\$600	\$165	27%

SUB ACCT.	DESCRIPTION	FY2002 BUDGET	FY2002 EXPENDED*	% EXPENDED
Human Resources				
5100	Personal Services	\$97,808	\$99,164	101%
5200	Services	\$36,551	\$31,375	86%
5400	Supplies	\$3,034	\$2,277	75%
	Department Total	\$137,393	\$132,816	97%
Information Technology				
5100	Personal Services	\$69,010	\$69,701	101%
5200	Services	\$169,130	\$194,354	115%
5400	Supplies	\$5,785	\$5,306	92%
	Department Total	\$243,925	\$269,361	110%
Town Manager				
5100	Personal Services	\$295,008	\$261,246	89%
5200	Services	\$427,650	\$492,939	115%
5400	Supplies	\$16,250	\$8,342	51%
5800	Capital Outlay	\$13,000	\$-	0%
	Department Total	\$751,908	\$762,527	101%
Memorial Library				
5100	Personal Services	\$558,979	\$561,515	100%
5200	Services	\$27,969	\$27,775	99%
5400	Supplies	\$108,058	\$106,952	99%
	Department Total	\$695,006	\$696,242	100%
Town Meeting Moderator				
5100	Personal Services	\$200	\$80	40%
5400	Supplies	\$20	\$-	0%
	Department Total	\$220	\$80	36%
Municipal Properties				
5100	Personal Services	\$366,459	\$358,789	98%
5200	Services	\$555,787	\$503,832	91%
5400	Supplies	\$52,000	\$57,727	111%
5800	Capital Items	\$6,500	\$38,095	586%
	Department Total	\$980,746	\$958,443	98%
Natural Resources/Cemetery				
5100	Personal Services	\$375,558	\$363,849	97%
5200	Services	\$21,158	\$16,327	77%
5400	Supplies	\$94,154	\$98,002	104%
5800	Capital Items	\$550	\$420	76%
	Department Total	\$491,420	\$478,598	97%
Planning Board				
5100	Personal Services	\$124,253	\$125,412	101%
5200	Services	\$5,000	\$4,840	97%
5400	Supplies	\$5,200	\$3,814	73%
	Department Total	\$134,453	\$134,067	100%

SUB ACCT.	DESCRIPTION	FY2002 BUDGET	FY2002 EXPENDED*	% EXPENDED
Police				
5100	Personal Services	\$2,082,222	\$2,069,551	99%
5200	Services	\$23,931	\$24,570	103%
5400	Supplies	\$50,300	\$60,632	121%
5800	Capital Outlay	\$53,750	\$78,750	147%
	Department Total	\$2,210,203	\$2,233,504	101%
Public Celebrations				
5100	Personal Services	\$435	\$-	0%
5200	Services	\$12,875	\$13,349	104%
5400	Supplies	\$2,060	\$1,631	79%
	Department Total	\$15,370	\$14,980	97%
Veterans Service				
5100	Personal Services	\$2,600	\$2,600	100%
5200	Services	\$118	\$509	431%
5400	Supplies	\$218	\$127	58%
5700	Other Appropriations	\$10,825	\$1,373	13%
	Department Total	\$13,761	\$4,609	33%
West Acton Library				
5100	Personal Services	\$24,028	\$22,822	95%
5200	Services	\$300	\$78	26%
5400	Supplies	\$5,750	\$6,184	108%
	Department Total	\$30,078	\$29,084	97%
Zoning Board of Appeals				
5400	Supplies	\$200	\$205	103%
		\$15,689,362	\$15,311,664	98%
	3% Special Revenue	\$18,907		
Grand Total		\$15,708,269		

TOWN OF ACTON, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
JUNE 30, 2002

	GOVERNMENTAL FUND TYPES				PROPRIETARY FUND TYPES		FIDUCIARY ACCOUNT		TOTALS (MEMORANDUM ONLY)
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS		SEWER ENTERPRISE	INTERNAL SERVICE	FUND TYPES TRUST & AGENCY OBLIGATIONS	GENERAL LONG TERM	
ASSETS AND OTHER DEBITS									
Cash	\$8,924,785	\$6,281,005	\$1,377,704		\$544,200	\$272,977	\$442,487	\$-	\$17,843,158
Investments	2,226,543	-	-		610,592	5,556,858	3,474,749	-	\$11,867,742
Receivables									
Property Taxes	427,928	-	-		-	-	-	-	\$427,928
Motor Vehicle Excise Tax	297,989	-	-		-	-	-	-	\$297,989
Tax Liens	711,194	-	-		-	-	-	-	\$711,194
Departmental	126,390	87,119	-		19,212	235,655	17,869	-	\$486,245
Intergovernmental	-	-	-		915,648	-	-	-	\$915,648
Special Assessments	-	86,106	-		9,375,720	-	-	-	\$9,461,826
Construction in Progress	-	-	-		-	-	-	-	\$-
Property Plant & Equipment	-	-	-		-	-	-	-	\$-
Net of Depreciation	(229,314)	-	-		23,933,360	-	-	-	\$23,933,350
Other Assets	269,495	-	-		-	567,654	-	-	\$837,149
Amounts to be provided for									
Retirement of Long Term	-	-	-		-	-	-	-	\$-
Obligations -	-	-	-		-	-	-	7,194,989	\$7,194,989
Total Assets and Other Debits	\$12,984,324	\$6,454,230	\$1,377,704		\$36,358,732	\$6,632,144	\$3,935,105	\$7,194,989	\$73,977,228
Liabilities and Fund Equity									
Accounts Payable	\$389,098	\$23,979	\$73,384		\$-	\$1,345,459	\$-	\$-	\$1,831,920
Payroll Withholdings	-	-	-		-	-	54,973	-	\$54,973
Other Liabilities	71,867	-	-		-	-	406,693	-	\$478,560
Deferred Revenue	1,832,996	87,119	-		-	-	6,772	-	\$1,926,887
Accrued Compensated Absences	-	-	-		-	-	-	2,014,989	\$2,014,989
Notes Payable-	-	-	21,502,668		744,000	-	-	-	\$22,246,668
Bonds Payable - Current	-	-	-		403,256	-	-	-	\$403,256
Bonds Payable	-	-	-		23,466,503	-	-	5,180,000	\$28,646,503
Total Liabilities	\$2,293,961	\$111,098	\$21,576,052		\$24,613,759	\$1,345,459	\$468,438	\$7,194,989	\$57,603,756

	GOVERNMENTAL FUND TYPES			PROPRIETARY FUND TYPES			FUND TYPES		ACCOUNT	TOTALS (MEMORANDUM ONLY)
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	SEWER ENTERPRISE	INTERNAL SERVICE	TRUST & AGENCY	LONG TERM OBLIGATIONS			
Fund Equity										
Retained Earnings	-	-	-	10,784,973	5,286,685	-	-	-	-	\$16,071,658
Fund Balances										
Reserved:										
Encumbrances	2,883,414	-	-	-	-	-	-	-	-	\$2,883,414
Endowments	-	-	-	-	-	2,010,680	-	-	-	\$2,010,680
Unreserved:										
Designated (Note 12)	1,926,520	6,343,132	(20,198,348)	-	-	1,455,987	-	-	-	(\$10,472,709)
Undesignated (Note 11)	5,880,429	-	-	-	-	-	-	-	-	\$5,880,429
Total Fund Equity	\$10,690,363	\$6,343,132	\$(20,198,348)	\$10,784,973	\$5,286,685	\$3,456,667	\$-	\$-	\$-	\$16,373,472
Total Liabilities and Fund Equity	\$12,984,324	\$6,454,230	\$1,377,704	\$35,398,732	\$6,632,144	\$3,935,105	\$7,194,989	\$7,194,989	\$7,194,989	\$73,977,228

TOWN OF ACTON, MASSACHUSETTS
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
JUNE 30, 2002

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES EXPENDABLE TRUST	TOTALS (MEMORANDUM ONLY)
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS		
Revenues:					
Property Taxes	\$41,090,986	\$-	\$-	\$-	\$41,090,986
Intergovernmental – State	5,677,980	777,806	-	-	6,455,786
Intergovernmental – Federal	-	404,268	-	-	404,268
Motor Vehicle Excise	2,715,908	-	-	-	2,715,908
Investment Income	599,343	152,070	-	128,976	880,389
Other Revenue	1,274,295	4,495,262	-	-	5,769,557
Total Revenues	51,358,512	5,829,406	-	128,976	57,316,894
Expenditures:					
Current:					
General Government	3,798,645	4,026,189	-	32,118	7,856,952
Public Safety	5,192,222	139,642	-	516	5,332,380
Education	32,882,773	1,028,761	-	216	33,911,750
Public Works	1,725,275	150,147	-	-	1,875,422
Library	760,825	20,602	-	-	781,427
Pensions	2,241,475	-	-	6,821	2,248,296
Insurance	1,424,547	-	-	5,658	1,430,205
State & County Assessments	97,949	-	-	-	97,949
Capital Outlay	-	-	10,958,468	-	10,958,468
Debt Service					
Principal	510,000	67,520	-	-	577,520
Interest	1,220,463	-	-	-	1,220,463
Total Expenditures	49,854,174	5,432,861	10,958,468	45,329	66,290,832
Excess (Deficiency) of Revenues Over Expenditures	1,504,338	396,545	(10,958,468)	83,647	(8,973,938)
Other Financing Sources (Uses)					
Operating Transfers In	914,767	1,096,602	398,324	138,775	2,548,468
Operating Transfers Out	(610,049)	(8,500)	(419,602)	(103,152)	(1,141,303)
Total Other Financing Sources (Uses)	304,718	1,088,102	(21,278)	35,623	1,407,165
Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures and Other Financing Uses	1,809,056	1,484,647	(10,979,746)	119,270	(7,566,773)
Fund Balance at Beginning of Year	8,881,307	4,724,164	(2,606,197)	2,281,266	13,280,540
Fund Balance at End of Year	\$10,690,363	\$6,208,811	(\$13,585,943)	\$2,400,536	\$5,713,767

**TOWN OF ACTON, MASSACHUSETTS
GENERAL FUND
SCHEDULE OF TAXES RECEIVABLE
YEAR ENDED JUNE 30, 2002**

	BALANCE 07/01/00	COMMITMENTS	ABATEMENTS AND ADJUSTMENTS	TRANSFERS TO TAX LIENS	NET COLLECTIONS	BALANCE 06/30/01
Real Estate Tax						
1999 & Prior	6,106	-	21,712	-	(21,712)	6,106
2000	94,328	-	2,624	14,975	72,100	4,629
2001	405,345	-	8,160	82,536	301,615	13,034
2002	-	39,965,515	170,921	18,518	39,454,548	321,528
	505,779	39,965,515	203,417	116,029	39,806,551	345,297
Personal Property Tax						
1999 & Prior	79,283	-	-	-	696	78,587
2000	4,778	-	-	-	-	4,778
2001	708	-	-	-	703	5
2002	-	592,133	4,831	-	588,041	(739)
	84,769	592,133	4,831	-	589,440	82,631
	\$590,548	\$40,557,648	\$208,248	\$116,029	\$40,395,991	\$427,928
Motor Vehicle Excise Tax						
1998 & Prior	\$166,148	\$-	\$-	\$-	\$2,159	\$163,989
1999	12,328	-	23	-	4,098	8,207
2000	14,622	33,811	21,127	-	13,275	14,031
2001	209,481	383,234	40,658	-	526,023	26,034
2002	-	2,327,977	71,896	-	2,170,353	85,728
	\$402,579	\$2,745,022	\$133,704	\$-	\$2,715,908	\$297,989

TOWN OF ACTON
NON-EXPENDABLE TRUST FUNDS
JUNE 30, 2002

FUND 73	PRINCIPAL ACCOUNTS	ACCOUNT	BEG BAL 7/1/2001	EXPENDITURES	REVENUES	END BAL PER G/L 6/30/2002
	Principal					
	T-16 Elizabeth White	11227302	25,080.00			25,080.00
	T-28 Varnum Tuttle Mem'l	11227303	10,000.00			10,000.00
	T-05 Betsy Ball Charity	11227304	10,095.26			10,095.26
	T-18 Georgia Whitney Char	11227305	14,073.70			14,073.70
	Total Charity Trust Funds		59,248.96	0.00	0.00	59,248.96
	T-01 Charlotte Goodnow	11227307	3,000.00			3,000.00
	Total Religious Trust		3,000.00	0.00	0.00	3,000.00
	T-37 Acton Youth	11227301	21,074.00			21,074.00
	T-40 James Kinsley	11227306	1,000.00			1,000.00
	Drum Tricentennial Fund	11227308	0.00			0.00
	T-02 Firemen Relief	22007301	9,830.00			9,830.00
	T-32 W Acton Fire Relief	22007302	0.00			0.00
	Conservation Fund	55007327	0.00			0.00
	Total Misc Trust		31,904.00	0.00	0.00	31,904.00
	T-17 Georgia Whitney	31007302	15,000.00			15,000.00
	T-31 Watson Fund	55007301	2,500.00			2,500.00
	T-21 Hoit & Scott Fund	55007302	500.00			500.00
	T-10 Dr Robert Davis	55007303	1,000.00			1,000.00
	T-20 Frank Hayward	55007304	1,000.00			1,000.00
	T-03 George Ames	55007305	465.49			465.49
	T-19 Georgia Whitney	55007306	1,500.00			1,500.00
	T-15 Robbins & Ames	55007307	21,210.08			21,210.08
	Captain Robbins	55007308	2,500.00			2,500.00
	T-13 Robbins Woodland	55007309	1,500.00			1,500.00
	T-34 Jenks Family	55007310	142,176.26			142,176.26
	T-12 Eldridge Robbins	55007311	1,000.00			1,000.00
	T-11 Martha Desmond	55007312	3,000.00			3,000.00
	T-05 New Perpetual Care	55007313	659,057.00	42,835.00		701,902.00
	T-25 Raymond Monument	55007314	700.00			700.00
	T-06 Old Perpetual Care	55007315	178,259.92			178,259.92
	T-04 Arlette Appleyard	55007316	2,000.00			2,000.00
	T-26 Raymond Care	55007317	2,000.00			2,000.00
	T-35 Mary Smith Fund	55007318	2,000.00			2,000.00
	T-27 Hosmer	55007319	102,238.95			102,238.95
	T-29 Wetherbee	55007320	10,000.00			10,000.00
	T-36 Ernest Jones	55007321	1,000.00			1,000.00
	T-24 Blanchard	55007322	2,419.24			2,419.24
	T-07 AB Conant Family	55007323	1,000.00			1,000.00
	T-23 Frank Knowlton	55007324	1,000.00			1,000.00
	T-22 Mrs Oneil	55007325	372.39			372.39
	T-33 Wells	55007326	3,000.00			3,000.00
	Porter Jenks	55007327	76,977.01			76,977.01
	Total Cemetery Trust Fund		1,235,386.34	42,835.00	0.00	1,278,221.34

FUND 73	PRINCIPAL ACCOUNTS	ACCOUNT	BEG BAL	EXPENDITURES	REVENUES	END BAL	
			7/1/2001			PER G/L	6/30/2002
	T-01 High School	31007301	4,000.00				4,000.00
	T-90 Katherine M. Kinsley	61007301	9,461.75				9,461.75
	T-88 William A Wild	61007302	9,000.00				9,000.00
	T-78 Susan/Luther Conant	61007303	1,532.00				1,532.00
	T-86 Luke Tuttle	61007304	200.00				200.00
	T-84 Newell B Tainter	61007305	11,849.79				11,849.79
	T-82 Library Planter	61007306	1,000.00				1,000.00
	T-80 Mildred P Moore	61007307	2,000.00				2,000.00
	T-70 Mark Clapp	61007308	1,142.00				1,142.00
	T-76 Hiram J Hapgood	61007309	200.00				200.00
	T-72 Charlotte Conant	61007310	1,500.00				1,500.00
	T-74 Minnie Davis	61007311	336.50				336.50
	Florence Grandine	61007312	20,672.34				20,672.34
	George Kashuba		2,580.00				2,580.00
	Acton Mem'l Lby Fund	61007313	177,483.09		8,000.00		185,483.09
	Total Library & Ed Trust		242,957.47	8,000.00	0.00		250,957.47
	Total Fund 73		1,572,496.77	50,835.00	0.00		1,623,331.77
							1,623,331.77

**TOWN OF ACTON
EXPENDABLE TRUST FUNDS
JUNE 30, 2002**

FUND 74	INCOME ACCOUNTS	ACCOUNT	BEG BAL	EXPENDITURES	REVENUES	END BAL	
			7/1/2001			JE	PER G/L 6/30/2002
	T-16 Elizabeth White Fund	11227402	3,955.53	(3,259.95)	108.55		804.13
	T-28 Varnum Tuttle Mem'l	11227403	99,448.32	(316.63)	306.09		99,437.78
	T-05 Betsy Ball Charity	11227404	53,043.55	(1,694.10)	195.40		51,544.85
	T-18 Georgia Whitney Char	11227405	20,412.77	(198.14)	101.91		20,316.54
	Total Charity Trust Funds		176,860.17	(5,468.82)	711.95	0.00	172,103.30
	T-01 Charlotte Goodnow	11227407	184.69	(209.13)	8.74		(15.70)
	Total Religious Fund		184.69	(209.13)	8.74	0.00	(15.70)
	T-37 Jenks - Acton Youth Fd	11227401	3,467.28	(1,797.41)	81.40		1,751.27
	T-40 James Kinsley Fund	11227406	5,596.94	(22.64)	18.25		5,592.55
	Drum Tricentennial Fund	11227408	741.84	(1.54)	2.04		742.34
	Firemen's Relief Fund	22007401	152,631.37	(425.19)	449.34		152,655.52
	T-32 W. Acton Fire Relief	22007402	13,534.46	(50.46)	37.65		13,521.65
	Conservation Fund	55007427	34,479.57	(71.59)	94.54		34,502.52
	Total Misc Trust Fund		210,451.48	(2,368.83)	683.22	0.00	208,765.85
	T-17 Georgia Whitney Meml	31007402	15,264.06	(197.09)	88.76		15,155.73
	T-31 Watson Fund	55007401	6,186.56	(131.65)	26.04		6,080.95
	T-21 Hoit & Scott Fund	55007402	1,157.68	(50.61)	5.08		1,112.15
	T-10 Dr Robert Davis Fund	55007403	2,901.45	(50.55)	11.68		2,862.58
	T-20 Frank Hayward Fund	55007404	8,482.80	(80.67)	26.99		8,429.12
	T-03 George Ames Fund	55007405	836.52	(11.92)	3.96		828.56
	T-19 Georgia Whitney Fund	55007406	1,683.87	(129.18)	9.88		1,564.55
	T-15 Robbins & Ames Fund	55007407	87,894.74	(431.09)	321.30		87,784.95
	T-14 Captain Robbins Fund	55007408	15,594.87	(461.79)	51.47		15,184.55
	T-13 Robbins Woodland Fund	55007409	2,894.55	(66.74)	13.40		2,841.21

FUND 74	INCOME ACCOUNTS	ACCOUNT	BEG BAL 7/1/2001	EXPENDITURES	REVENUES	JE	END BAL PER G/L 6/30/2002
	T-34 Jenks Family Fund	55007410	138,870.02	(6,070.03)	858.58		133,658.57
	T-12 Eldridge Robbins Fund	55007411	2,232.19	(36.76)	9.70		2,205.13
	T-11 Martha Desmond Fund	55007412	6,800.24	(109.55)	29.42		6,720.11
	T-05 New Perpetual Care	55007413	107,655.64	(16,667.83)	2,073.51	(71,475.00)	21,586.32
	T-25 Raymond Monument Fd	55007414	11,134.64	(30.85)	32.86		11,136.65
	T-06 Old Perpetual Care	55007515	200,496.40	(9,112.21)	1,166.21	(460.00)	192,090.40
	T-04 Arlette Appleyard Fund	55007416	4,993.43	(120.58)	20.87		4,893.72
	T-26 Raymond Care Fund	55007417	4,977.90	(80.67)	21.34		4,918.57
	T-35 Mary Smith Fund	55007418	2,586.86	(93.62)	14.13		2,507.37
	T-27 Hosmer Fund	55007419	157,273.64	(7,600.39)	788.54		150,461.79
	T-29 Wetherbee Fund	55007420	103,996.16	(512.36)	317.82		103,801.62
	T-36 Ernest Jones Fund	55007421	1,595.83	(35.38)	7.69		1,568.14
	T-24 Blanchard Fund	55007422	6,721.52	(114.83)	26.83		6,633.52
	T-07 AB Conant Family Fd	55007423	2,507.87	(36.37)	10.78		2,482.28
	T-23 Frank Knowlton Fund	55007424	1,838.26	(52.97)	8.74		1,794.03
	T-22 Mrs Oneil Fund	55007425	1,509.02	(18.28)	5.39		1,496.13
	T-33 Wells Fund	55007426	23,791.01	(145.54)	75.07		23,720.54
	Porter Jenks Trust Fund	55007428	11,522.36	(1,067.67)	198.49		10,653.18
	Total Cemetery Trust Funds		933,400.09	(43,517.18)	6,224.51	(71,935.00)	824,172.42
	T-01 High School Fund	31007401	259.50	(45.04)	13.65		228.11
	T-90 Katherine M. Kinsley	61007401	(18.80)	(109.52)	37.59		(90.73)
	T-88 William A Wild Fund	61007402	3,820.53	(627.52)	41.58		3,234.59
	T-78 Susan/Luther Conant	61007403	3,325.43	(79.64)	14.01		3,259.80
	T-86 Luke Tuttle Fund	61007404	1,491.16	(5.30)	4.66		1,490.52
	T-84 Newell B Tainter	61007405	3,712.61	(440.92)	49.58		3,321.27
	T-82 Library Planter Fund	61007406	1,284.19	(118.51)	7.53		1,173.21
	T-80 Mildred P Moore	61007407	1,271.65	(24.68)	10.08		1,257.06
	T-70 Mark Clapp Fund	61007408	176.89	(13.16)	4.34		168.07
	T-76 Hiram J Hapgood Fund	61007409	766.45	(3.79)	2.71		765.37
	T-72 Charlotte Conant	61007410	1,487.92	(19.63)	8.84		1,477.13
	T-74 Minnie Davis Fund	61007411	252.22	(4.35)	1.78		249.65
	Florence Grandine Fund	61007412	2,088.53	(666.65)	45.24		1,467.12
	George J. Kashuba Trust	61007414	2,580.00	(21.34)	1,256.19		3,814.85
	Acton Mem'l Lby Fund Endow	61007413	12,492.90	(257.40)	6,002.55		18,238.05
	Total Library & Ed Trust		34,991.19	(2,437.45)	7,500.33	0.00	40,054.07
	Total Fund 74		1,355,887.60	(54,001.41)	15,128.75	(71,935.00)	1,245,079.94

HUMAN SERVICES

COMMISSION ON DISABILITY

The Acton Commission on Disability (COD) continues to fulfill its mission to make Acton a better place to live by: advocating for the right and interests of citizens with disabilities and their families; ensuring that Acton meets the laws, regulations, and guidelines set down by federal, state and regional bodies pertaining to the rights of citizens with disabilities; and acting as a resource for education around the needs of people with disabilities and their families.

In the past two years, the COD surveyed 37 Acton restaurants for accessible parking, accessible route from the parking to the entrance, accessible entrance, accessible toilet facilities, and accessible dining area. **A Guide to Accessible Dining** in Acton, a 27-page color brochure was produced complete with each restaurant's accessible features, photographs and a map. 1,750 guides, some in Large Print, were distributed throughout the town.

The COD continues to assist the Conservation Commission and the Friends of the Acton Arboretum toward completion of a "universal trail" within the Arboretum. Re-grading and stone dust packing of this trail and the parking lot will be completed in the spring. A cement platform was constructed for a Handicapped Parking space and access aisle in the Arboretum parking lot. The Acton Arboretum: Beautiful and Accessible for One and All, a video was produced to increase disability awareness and accessibility in the Arboretum. Forty-one videos were distributed to libraries, schools, hospitals, professional offices, other town commissions, and also to the Massachusetts Office on Disability. The video was shown on the local Cable channel.

The COD has donated an accessible swing to NARA Park, and a one-year subscription of New Mobility Magazine to the Acton Memorial Library. Two more members of the COD attended a two-day seminar and have become certified as Community Access Monitors of the Massachusetts Office on Disability. We have also purchased several items to update and expand our resources, publications, newsletters, guides, manuals, etc, which are available at the town hall. A COD Website is under-construction to make the commission and its resources more available.

To improve awareness of the COD, we have had five articles with photographs in The Beacon. We have had a table at the West Acton Oktoberfest for four consecutive years. We sponsored a NEADS speaker and Companion/Service Dog at the West Acton Oktoberfest 2002. At the Merriam School Service Learning Program, we sponsored a disability awareness project using The Kids On The Block Puppets. As part of the ABRHS Community Outreach program, we spoke about the COD and volunteering in our many projects. A new endeavor was to participate in the Memorial Day Parade with banners and a Kids on the Block Puppet.

If you have received a ticket in the mail for parking in a Handicapped Parking space, it is because we have re-instituted the Handicapped Parking Violation Program with the Acton Police Department. Members of the COD alert the Police of violators.

The COD reviewed several applications for variances under the Architectural Access Board Rules and Regulations at the ABRHS, the Congregation Beth Elohim, and the old Merriam School (now known as the Administration Building). Other surveys under the Americans with Disabilities Accessibility Guidelines were completed on the Council on Aging's Senior Center, the Congregation Beth Elohim, the Acton Shopping Plaza, and the integrated Preschool at the Administration Building. These surveys have facilitated reconstruction of an accessible rear entrance to the Senior Center; and repaving and restriping of the Acton Shopping Plaza with additional Handicapped Parking spaces.

Three new members are needed to serve on the COD. If you are a person with a disability, have a family member who has a disability, or are interested in the needs and concerns of a person with a disability, we need you to join our group of dedicated volunteers. Accessibility for all is our number one priority.

Brenda Viola, Chair and Treasurer
George Lussier, Vice-chair
Lisa Franklin, Secretary
John Brako, Member
Joseph Grandine, Member
Garry Rhodes, Town Liason

COMMUNITY HOUSING CORPORATION

The Acton Community Housing Corporation, a town board appointed by the Board of Selectmen, continues to fulfill its mission to increase the supply of affordable housing in the town. ACHC exists to enable creation of affordable housing opportunities with priority to Acton residents, children of Acton residents, and employees working in Acton.

The Committee welcomed a new associate member, Trish Guditz, who works in the field of affordable housing. ACHC continues to attract members with impressive credentials in the field, which is very helpful in meeting the increased workload of the committee.

Here are the highlights of the ACHC activities for 2002:

- **Dunham Park development on High St.** The existing ranch house on the site will be renovated and sold to a moderate-income family at completion of the project in 2003-04. ACHC has continued to follow this development by visiting the affordable housing unit and offering advice on upgrades to the property in anticipation of its sale in 2003.
- **Towne School Reuse.** The Towne School Reuse advisory committee to the Selectmen, chaired by Peter Ashton completed its work early in 2002 with the recommendation that affordable rental housing be recommended for the reuse of the Towne Building. ACHC began to prepare a proposal with the technical assistance of Mass. Housing Partnership. In February, a citizens' petition was filed with the Town for a Special Town Meeting request to demolish the Towne Building. ACHC and MHP went to work immediately to prepare for the STM debate and vote. A feasibility study for the proposed reuse was commissioned by MHP and completed quickly by Ed Marchant, a noted housing consultant and Philip Hresko, an architect. The results of the feasibility study detailed in concept a plan for 19 rental units varying in size from studio to 3-bedroom apartments, some with private yards. The financial feasibility analysis demonstrated that the project could be built and there were potential funding sources to make it probable.

ACHC made a major presentation at the Town Meeting and prevailed in its position that the building should not be demolished but rather be used for the Selectmen's recommended choice, affordable housing. This was a very rewarding moment in the history of the committee.

- **Towne Building RFP and Lease preparation** ACHC member Bob Whittlesey prepared a draft Request for Proposal in anticipation of putting it out to bid in the fall of 2002. Immediately the committee hit a snag in the proposed parcel of land required for transfer from the Schools. Decision-making was stalled for several months over the summer while the parcel delineation was negotiated between the Town and Schools. The final agreement was made in August.

MHP commissioned the preparation of a generic ground lease for use by all communities using the land lease option in developing affordable housing on town owned land. That lease was customized for Acton and, with the draft RFP, was sent to Town Counsel and Town Staff for review. ACHC is still awaiting revisions. We now plan to put the RFP out to bid by February 2003. The delays have been troublesome.

- **Community Preservation Act** — Nancy Tavernier represented ACHC on the CPA Ballot Committee, a group advocating for a YES vote in the November election. The CPA was strongly approved by Acton voters, another major accomplishment for affordable housing this year. Affordable housing interests will be represented on the new CPA committee by the Acton Housing Authority representative, Joe Nagle. This is one of the required memberships to the committee according to state law. ACHC members will be involved as observers.
- **Robbins Brook Assisted Living.** Members Betty McManus and Nancy Tavernier participated in a committee to help formulate the plans for the provision of three rental units at the new assisted living development in North Acton to be made available for low income elderly. The agreements were negotiated and finalized in November 2002, a lottery was held, and three eligible residents were prepared to take occupancy of the units.
- **Crossroads Condominium** — Developer Jim Fenton approached the ACHC about several ideas for affordable housing opportunities. He presented plans for 12-unit townhouse development on Main St. to the south of K-Mart. This was a proposed Chapter 40B project with the requirement that 25% of the units be affordable. Of these units, all homeownership, there will be two three-bedroom and one two-bedroom units made available to income eligible families. ACHC will monitor the affordable program and the lottery.

- **Housing Certification** — The planning department filed for EO 418 Housing Certification for 2001 in the fall and it was granted by MA DHCD. ACHC also helped with the application for certification for 2002.
- **Harris Village resale** — The first resale of an affordable unit took place in the summer. This was a handicapped adaptable unit and was sold to a family with a disabled head of household. The process was cumbersome but educational for the ACHC. We will be better prepared next time to react more quickly when notified of a resale. There are only 90 days allowed for the resale, in a hot housing market this is practical but it may not be when the market slows down. Also, candidates should be pre-approved for financing before applying to the lottery. It all worked out in the end to everyone's satisfaction.
- **Robbins Mill Estates** — ACHC met with developer Charles Dexter in regard to his proposed 90-unit development off Carlisle Rd. Dexter expressed an interest in making a financial contribution to the furthering of affordable housing. The Planning Board approved his special permit with the condition that Dexter contribute \$400,000 to provide for two units of housing off site. This permit has been appealed and is currently being held up.
- **Donation of Land** — Acton resident Bob Caldwell approached ACHC about his wish to donate a parcel of land on Cross St. to be used for affordable housing. Members made a site visit and pursued the option with the Building Commissioner. Concerns about close proximity of wetlands cannot be addressed until the snow melts enough for the Conservation Administrator to assess the site.
- **Home Rule Petition** — It was determined in the fall that the Town needed the approval of the General Court to lease the Towne Building land to a developer for 50 years. At the Special Town Meeting in the fall, voters approved a Home Rule Petition giving the Town such authority. Gov. Swift signed it into law in early January. Both Senator Pam Resor and Rep. Cory Atkins were instrumental in moving this issue through the Legislature.
- **Franklin Place** — Mark O'Hagan, representing Ron Peabody, presented plans for a 40-unit home ownership development on Main St. just south of the former Acton Corporation Building. These homes will be attached 2-bedroom townhouses, in four, 10-unit buildings. This project will use Chapter 40B and will contain 25% affordable units for sales at the \$150,000 range. ACHC approved the proposal in concept.
- **Homebuyers 101 course** — David Singer of MOC Community Home Center in Framingham met with ACHC to discuss his proposal to teach a course in Acton to first-time homebuyers interested in entering any future lottery for affordable units. He has offered his services for a 4-week course with a fee of \$25 per family to be scheduled for last spring. ACHC will try to find a location and set this up. Buxboro will be holding a similar class in March.
- **Community Development Plan** — The Acton Planning Department has been awarded a technical assistance grant from DHCD to fund a Community Development Plan that will focus on development in the town, especially affordable housing. Communities Opportunities Group will conduct this study; ACHC will participate in the process.
- **The current total of subsidized housing units in Acton as of December 2002 is 158 of which 16 are affordable home ownership units. This represents less than 2.07% of the total housing units in the town as affordable. The Town continues to lose ground in affordable housing.**

This was a very busy but rewarding year for the members of the Acton Community Housing Corporation.

We would like to thank the Board of Selectmen, Town Staff, and the participating developers for a productive and rewarding year. A special thank you goes to the Acton Housing Authority executive director and staff for their valuable assistance throughout the years.

Chairman	Nancy Tavernier
Vice Chairman	Dan Buckley
Clerk	Naomi McManus
Members	Kevin McManus
	Robert Whittlesey
Associate Members	Pam Shuttle
	Peter Berry
	Ryan Bettez
	Trisha Guditz

COUNCIL ON AGING

The Acton Council on Aging provides services and programs to the growing population (2400) of citizens 60 and over in the Town of Acton. The Smith-Cloonan Senior Center, nine years old, is located on 50 Audubon Drive in South Acton. In addition to the Council On Aging offices, two large rooms provide space for dining, daily exercise and other classes, discussion groups, special programs and events. A smaller room houses health clinics, computer classes, legal consultation and tax appointments. The Minuteman lunch program takes place in the dining room four days a week. Home delivered hot meals are offered to homebound seniors five days a week, with evening and frozen meals also available.

The Council On Aging staff are available 8 am to 5 pm, Monday through Friday, to provide resource information and consultation to seniors and their families and to make referrals to other community agencies when appropriate. Staff consist of Jean Fleming, Director, Barbara Winders, Assistant to the Director, Carol Steiner, Outreach/Volunteer Coordinator, Debby Mozzicato, Program Coordinator, Ron Paskavitz, Van Driver and Steve Ryan, Substitute Van Driver. Edith Dietrich is the Minuteman meal site manager.

The COA budget is funded primarily by the Town of Acton. An annual grant from the State Executive Office of Elder Affairs funds limited additional staffing hours. The Friends of the Council On Aging fund numerous classes, programs and special events as well as subsidize COA monthly day trips.

New classes this past year include an introduction to Yoga, two additional days of aerobics, specialized computer workshops, "The Art and Craft of Writing", ceramics projects, knitting/crocheting and a photography workshop. Ongoing exercise classes, which are very popular, include two levels of aerobics, two levels of Tai Chi and a "Fountain of Youth" weight training and gentle exercise program. Watercolor and drawing classes, bridge lessons and quilting instruction are offered weekly. Genealogy and singing groups meet twice a month and a book discussion group monthly. Series of six computer lessons are offered in the spring and fall; many seniors have returned for specialized workshops in the winter.

Socialization opportunities are available at the monthly Men's Breakfast as well as the newly offered Women's Luncheon. After lunch, seniors enjoy pool, ping pong, informal card games. Weekly movies are viewed on our large screen TV and entertainment is offered throughout the year by local amateur and scholastic musical groups. Twenty day trips scheduled throughout the year transport seniors to area museums, historic homes and flowering gardens, Boston Symphony rehearsals, ballgames, scenic areas and of course, restaurants!

Legal consultation is offered free of charge bi-monthly by a local elder law attorney, and free taxpayer assistance by

AARP tax volunteers. Podiatry and blood pressure clinics are held monthly and cholesterol clinics several times a year, scheduled by the Acton Public Health Nursing Service, who also present several preventive health programs a year. A Hearing clinic is held monthly. Health insurance counseling is available with the Acton SHINE (Serving Health Information Needs of Elders) volunteer, supervised by Minute Senior Services. Resource information is provided in areas of housing, fuel assistance, legal and financial assistance, adult day care, home health services, residential care facilities and Alzheimer's care. A widows/widowers support group is held monthly, as is an Alzheimer's Caregivers support group. The Friendly Visitor program provides companionship to several isolated seniors and the RUOK phone daily check in program is coordinated with the Acton Police Department. The Handyman program, in its third year, meets the requests of seniors for minor home repairs. Durable medical equipment (walkers, canes, tub chairs, commodes, wheelchairs) is donated by seniors stored in the Senior Center basement, and loaned out to other seniors in need. The File of Life, an invaluable form detailing medical emergency information and stored in a magnetized packet on the refrigerator door, was mailed to every senior in Acton by the Friends of the Acton Council On Aging.

The "Police Academy," offered for the third year by the Acton Police Department, provided interested seniors information about the local and regional components of the judicial system. Other programs well attended by seniors included an Assisted Living forum, nature programs on wildflowers and birds, elder law, safe driving and prescription drug programs. Information about all programs, classes and services is detailed in the COA Senior Citizen Newsletter, mailed nine times a year to each senior citizen's home.

The Senior Work program, coordinated by the Acton Dept. of Human Resources, provides up to 15 seniors each year opportunities for temporary employment within the municipal departments. Seniors can earn \$500 each fiscal year. Please contact the Council On Aging for applications.

The Council On Aging van is a ten-passenger vehicle with wheelchair capacity, which transports seniors and disabled adults within the towns of Acton, Concord and Maynard. Fares were increased as of July '02 by the Lowell Regional Transit Authority to \$1.00 each way within Acton, and \$1.50 each way out of town. The COA provides the dispatcher and van drivers. The COA van and another local van, the Road Runner, are both administered by the Lowell Regional Transit Authority.

The heart and soul of the Council On Aging is its versatile, talented and hard working corps of volunteers! Over 200 volunteers, in addition to groups of volunteers from area schools and community organizations, provided much needed and appreciated services to seniors this past year. The COA Board provides inspiration and support for many COA programs. The Friends of the COA fund many COA classes and programs, subsidizes day trips, administer the Emergency Fuel Assistance Fund and

mailed the File of Life to each senior's home. Volunteers deliver meals to homebound seniors each weekday, help serve special luncheons, teach classes, do minor home repairs, prepare Men's Breakfast and Ladies' Lunch, create quilts, laps robes, hats and mittens to donate to those in need. They provide tax assistance, legal counseling, prepare the newsletter for mailing, answer office phones and do data entry, water plants inside and out and organize our library bookshelves. Friendly Visitors provide welcome companionship.

The Acton Lions Club and Acton-Boxboro Rotary Club provide seasonal dinner events to 120 seniors who appreciate the food, entertainment and companionship. Theater III provides free dress rehearsals and Video Signals a weekly movie. High school students raked lawns and provided musical entertainment for special events. The Salvation Army, Community Supper and the Friends of the Acton COA help seniors in need. The Acton Women's Club, school groups, area church groups and private individuals, including a special West Acton "Santa", provided decorations, food and gifts to others at the holidays. A huge thanks to all of these wonderful volunteers!

Please call the Council On Aging staff at 978-264-9643 for information, assistance, or if you would like to join our group of volunteers.

COA Board

- Jean Fleming, Director
- Pat Ellis, Chair
- Alan Hart
- Thomas McQueen
- Joseph Grandine
- Nancy Gerhardt
- Jean Worfolk
- Liz Cash
- Catherine Guinee
- Jan Patrick
- Carol Drury (Associate)

HOUSING AUTHORITY_____

Established at the Annual Town Meeting in 1970, the Acton Housing Authority's (AHA) five member Board of Commissioners, four elected through Town elections and one appointed by the Governor, oversee the general administration of the Authority by setting policies for staff to implement. An Executive Director and three administrative staff and two maintenance persons administrate the operation of the Authority.

The primary mission of the Authority is to insure an adequate supply of safe, decent housing for low and moderate income families, elderly and handicapped households. Currently the AHA subsidizes 326 households under seven housing pro-

grams of which two are Federally funded and five State funded. While the Town benefits directly from the Authority's housing programs, none of the Town's property tax revenues are used.

The Acton Housing Authority prides itself on the proactive programs and services offered its clients. The successes achieved by the clients in gaining independence are in part attributed to the community's continued commitment in supporting the Authority's Single Parent Program, the Parent-Aide Mentor Program, the Acton Public Health Visiting Nurses, the Department of Mental Health and Eliot Community Mental Health's monthly consultation services, the holiday gift program and the Doli Atamian Campership Program Inc.

2002 Highlights:

The Massachusetts Department of Housing & Community Development awarded Acton a \$7,100 grant to develop a Capital Improvement Plan, the Federal Government's Housing & Urban Development awarded a grant for the continuation of the Authority's Family Self Sufficiency Program, the development of a process of creating three affordable rental units at the Inn at Robbins Brook (an assisted living facility located in Acton), the United Way's funding of the Authority's Nine Month Women's Support Group, the successful Holiday Gift Program for 57 households, the negotiations for the expansion of Windsor Green's elderly parking lot and the offer to donate two condominiums for family housing by a developer.

A special thanks to all those who continued to fund and support the Authority's efforts in assisting our clients gain independence.

Board of Commissioners

- James Eldridge — Chairman
- Joseph Nagle — Vice-Chairman
- Dennis Sullivan — Treasurer
- Jean Schoch — Secretary
- Claire Kostro — State Appointee

Family Self-Sufficiency Coordinating Committee

- Carola Dolmar
- Gail Fields
- Deborah Garfield
- Joan Huber
- Carol Lake
- Linda Mathinos
- Brenda Mlesevia
- Barbara Smith
- Ellen Weinstien
- Fran Spayne-FSS Coordinator
- Naomi E. McManus — Executive Director
- Executive Director — Naomi (Betty) McManus

PUBLIC HEALTH NURSING

The Acton Public Health Nursing Service, a division of the Health Department, has provided services to the Town of Acton since 1923. We are proud to carry on the tradition of providing skilled, personalized services to Acton residents.

We have focused on informing Acton residents and agencies about the services we provide by encouraging them to request our services when their health care provider recommends home health services. This was accomplished by providing ID cards to residents who requested them.

We provide a full range of home health care services to Acton residents including skilled nursing; physical, occupational and speech therapy; medical social services and home health aide assistance. We are able to bill most insurance companies. Due to the complexity of the clinical documentation and billing requirements, we have recently converted to electronic medical records, with the staff accessing up-to-date information through the use of Palm Pilots.

Public health services offered include blood pressure and cholesterol screenings; a monthly podiatry clinic, and funding an instructor for Smoking Cessation classes in the A-B regional schools. The public health nurse spent over 100 hours providing communicable disease surveillance. (See statistics at end of report.) This and other public health services add up to over 450 nursing hours provided to the Town of Acton at no cost. We continue to provide walk-in services at our office on the 2nd floor of Town Hall for adult and childhood vaccinations and blood pressure checks. We encourage people to call before coming to assure availability of a nurse to assist you.

Volunteers and other Town departments continue to provide substantial assistance to the Nursing Service. The Friends of Acton Nursing Service (FANS) provide ongoing financial and volunteer support. In addition to publicizing our activities and services, members assist with flu and podiatry clinics, fund the purchase of specialized equipment, underwrite services and supplies for needy Acton residents as well as provide funding for the Podiatry Clinic. The Professional Advisory Committee, composed of several health professionals residing in Acton, provide professional guidance by reviewing policies and procedures. The Fire Department provides off-hours paging services. The Council on Aging provides space for us to conduct many of our screening programs as well as monthly health education program series. The Acton Public Health Nursing Service is alive and well and looks forward to another 75 years, serving the Town of Acton!

Merrily Evdokimoff, RN, MSN.
Administrator

Public Health Nursing Service Statistics

Home Visits			
Registered Nurse		1557	
Home Health Aide		4012	
Physical Therapy		1040	
Speech Therapy		5	
Occupational Therapy		66	
Medical Social Work		26	
Total Home Visits			6706
Health Promotion Activities			
Cholesterol Screening		25	
TB Testing		7	
Blood Pressure Checks		550	
Podiatry Clinic		220	
Influenza Vaccine		1560	
Other Vaccinations		268	
Communicable Disease Follow-up			
Animal Bites			
Dog		4	
Cat		1	
Hepatitis			
B		10	
C		4	
Lyme Disease		4	
Rubella (German Measles)		1	
Gastrointestinal Infections			
Giardia		3	
Salmonella		1	
Campylobacter		5	
E.Coli		2	

SEALER OF WEIGHT'S AND MEASURES

The Sealer of Weight's and Measures annually checks the accuracy of all weighing and measuring devices used by all retail and wholesale businesses in the conduct of their trade. This includes scale's, gasoline and oil pumps, scanner's, yard good's and measuring devices, as well as the investigating complaints in the sale of cordwood.

Number of Devices Sealed	
Scale's	119
Gasoline Pumps	197
Bulk Storage	2
Scanner Inspection's	10
Scales not Sealed	4
Scales Adjusted	15
Scales Condemned	1
Pump's not Sealed	2
Pump's adjusted	3

Mark FitzPatrick
Sealer of Weight's and Measure's

VETERANS' GRAVES

The following are the name, branch of service, date of death, and location of interment of the twenty known United States Veterans interred in the Acton Cemeteries in 2002:

(1) Frederick W. Nagle			
US Army	WW II	May 11, 2001	Woodlawn
Francis X. Rudenauer			
US Marines	WW II	Jan. 5, 2002	Woodlawn
Robert J. Fletcher			
US Army	WW II	Jan. 30, 2002	Woodlawn
John F. Conquest			
	WW II	Feb 13, 2002	Woodlawn
Donald W. Fogg			
US Army		Feb. 25, 2002	Woodlawn
Robert A. Quaglieri			
	WW II	Feb. 27, 2002	Mount Hope
Hubert O. Wamboldt			
US Army Air Force	WW II	Apr. 13, 2002	Mount Hope
Rene A. Beaudoin Sr.			
US Navy	WW II	Apr 18, 2002	Mount Hope

John P. Salsgiver			
US Army	Korea	Jun. 8, 2002	Woodlawn
Christopher Musello			
US Army	WW II	Jun. 14, 2002	Woodlawn
Elsie E. Benson			
US Army Air Force	WW II	Jun. 18, 2002	Mount Hope
Henry J. Lorenzetti			
US Air Force	Korea	Jul. 18, 2002	Woodlawn
Joanne M. Lorenzetti			
US Air Force	Korea	Jul. 18, 2002	Woodlawn
Daniel D. DeCosta			
U.S. Army		Aug 3, 2002	Woodlawn
Dorothy Ordway (Brown)			
U.S. Navy	WW II	Aug. 25, 2002	Woodlawn
Harold J. Kelley			
U.S. Navy	Korea	Nov. 1, 2002	Mount Hope
Anthoney B. Constantine			
	WW II	Nov. 5, 2002	Woodlawn
Ronald F. Gagne			
US Army	Korea	Nov. 9, 2002	Woodlawn
James F. Travers Jr.			
US Army	WW II	Nov. 9, 2002	Mount Hope
Donald J. MacLennan			
U.S. Army	WW II	Dec. 3, 2002	Woodlawn

(1) Although Frederick W. Nagle died in 2001, he was interred in 2002.

In preparation for Memorial Day, a veteran flag standard, an American flag, and a geranium are placed at the grave of each known U.S. Veteran. If this information was omitted on the Burial Permit or Cremation Certificate, we have no way of knowing that your loved one was a veteran unless we receive a Government grave marker. The United States Government will provide a bronze or granite veteran's grave marker at no cost to the family, provided that the next-of-kin fills out an application, available from all funeral directors or from the Veteran's Agent, and forwards it to the proper authority.

If you know of a veteran whose grave has not been recognized with a flag and flag standard, please call the cemetery office at 264-9644.

Charles H. Jones
Veteran's Burial Agent

ACTON PUBLIC SCHOOLS ACTON-BOXBOROUGH REGIONAL SCHOOLS EDUCATION REPORT

As always, the 2001-2002 school year was jam-packed with activity. The districts' building projects were the most significant area of change, but the districts also inducted a large number of new faculty and undertook a wide range of projects in the realm of curriculum and instruction.

The Building Projects

The Twin School Project: This year, the construction at the Twin School moved gradually towards completion. Originally, the plan had been to move the Merriam and McCarthy Towne schools into the new building in time for the 2001-2002 school year, but construction delays required postponement of the moves. In December 2001, the decision was reached to make the move on March 15, 2002 – the districts' Professional Day. Preparations for the move were extended and intense, and both staff and parents threw themselves into the labor of the move. As a result, the move went off without a hitch. Students arrived at their bright, spacious, state-of-the-art new building on Monday, March 18th and found the facilities sparkling and classrooms bedecked. Learning picked up right where it had left off the previous Thursday, with the added energy and excitement of the new space.

As the spring progressed, heavy machinery was brought in to dismantle the old McCarthy building. Meanwhile, the Town and Schools negotiated plans for the re-use of the old Towne building. By late June 2002, the decision had been made to convert the building to affordable housing, and the town leadership was working out the details regarding land usage around the building.

Site work around the new building, including landscaping and the installation of playground equipment, was still ongoing as the year came to a close.

The new building was officially dedicated and named the Parker Damon Building in October 2001.

R.J. Grey Junior High School: At the junior high school, work progressed at a disappointingly slow pace throughout the school year. By the end of June, the remaining classroom wings and the Auditorium had been opened for use, but throughout the building and around the building's exterior, a very lengthy punch-list of incomplete details remained to be addressed.

Disappointments notwithstanding, the new JHS facility – spacious, bright and cheerful, was rededicated in the fall of 2001. The communities are very proud of the beautiful building they have provided for their junior high students.

Acton-Boxborough Regional High School: On May 15 the groundbreaking for the ABRHS Renovation and Expansion Project took place. Thanks were expressed to the members of the Building Committee: Lees Stuntz (Chair), Marie Altieri, Jo-Ann Berry, Bob Evans, John Fallon, Doré Hunter, Anne Kadlec, Carol Place, Mike Scanlon, Tony Victor and Duncan Wood; to the members of the Regional School Committee; to Acton/Boxborough Town officials and elected officers; to the architects at The Design Partnership of Cambridge (Dan Freeman and John Ciccolo); to Dick Amster and Gary Stirgwort of Turner Construction, who are the managers on the project; and to the lead managers of the Contractors' company, TLT Construction. The Superintendent and high school principal said a few words, as did State Senator Pam Resor and Representative Cory Atkins.

Phase One of the high school construction got underway at a very rapid pace, with the goals of expanding the west parking lot and preparing the site for the new West Wing of the building. The lower fields and tennis courts were taken over by the construction project.

Systemwide: Across the main campus several other important construction-related activities were of note. Colonial Field was re-named Leary Field in honor of Ed Leary, longtime A/B Football coach and physical education teacher. The Town of Acton sewer project completed its work on the campus. After the Merriam School's move to the new building, renovations got underway in the old Merriam building for its re-use as an administration and educational facility. The ultimate plan is to place the Pupil Services, Community Education and elementary curriculum offices in the building, together with the CASE Collaborative High School, the small ABMAP high school program, the Community Education Preschool and Extended Day programs, and the Integrated Preschool program.

Enrollment

The elementary enrollment from October 1, 2001 to October 1, 2002 increased from 2511 to 2578 (+67). Kindergarten enrollment increased from 338 to 363 (+25). There were no school choice students remaining at the elementary level. The Junior High School enrollment increased from 868 to 901 (+33), with one school choice student remaining at that level. The High School numbers went from 1,511 to 1,600 (+89); there were 16 school choice students – a decrease of 12 students from the previous year.

Personnel

Staffing changes for the 2001-02 school year were affected by the June, 2001 retirement of six Acton Public and nine Acton-Boxborough Regional teachers. Leaves of absence for three ABRSD teachers and seven APS teachers were granted, and sixteen resignations were received. The 33.5 ABRSD and 21.3 APS full-time equivalent new teachers who were hired filled these vacancies and additional openings. One Acton Public teacher received a Fellowship for the 2001-02 school year.

Curriculum and Instruction

While four of the systems' seven schools undertook major building projects, we continued to do the everyday business of teaching and caring for kids. On the system wide level, on the individual school level, building and within particular subject areas and departments, faculty worked hard to maintain and enhance the currency and excellence of our curriculum and instruction. Some of the year's highlights:

Across the Systems

- With over sixty new professional hires this year – and many more hired in recent years, a major district priority was the training and support of new staff. System administrators invested time and care in the supervision of their new faculty, and this year the staff mentoring program was larger than ever before. We arranged special professional development offerings for newer professional faculty and planned expansions of such offerings for the future.
- As the importance of classroom assistants' roles in the district has grown, the Acton Public Schools initiated orientation and training for assistants as well.
- With the prospect of many new openings in the coming years and increased competition for the strongest candidates, the administration has worked to hone our staff recruitment strategies.
- The administration investigated ways to expand our curriculum leadership staff.
- The Department of Education required all school districts to prepare a Professional Development Plan aligned with district goals for curricular and instructional improvement. Faculty and administrators met to identify short- and medium-term curricular/instructional goals and to determine what kinds of professional development and R&D work would support attainment of these goals.

- Teachers from the 5th and 6th grades and junior high English teachers collaborated to reduce redundancy in – their literature selections. Meanwhile, 6th and 7th grade teachers met regularly for the first time in many years to discuss the complex range of issues associated with the transition from elementary to junior high. This year the 6–7 dialogue focused on sharing information about students, on study and organizational skills, and mathematics and science curriculum.

At the High School

This year, much staff time and energy, including all of Professional Day and two half-release days, were devoted to responding to the recommendations of the New England Association of Schools and Colleges (NEASC) accreditation report.

- One key activity was initiation of the documentation of all high school course curricula. In addition to rendering the high school curricula more accessible to the community and to new staff, the time and resources devoted to this task allowed faculty an opportunity to collaboratively review and refine their instructional goals and systematically identify areas of alignment/non-alignment with state and/or national standards documents.
- Another task which will entail work over a number of years is the broadening of course offerings to ensure that there are enriching academic pathways for all of the high school's students. Last year, new courses were developed in the science, English and art departments. A new course in radio and TV communications, an updated C.A.D. course, and a Cisco Academy networking course were all added to the High School program of studies. This year the High School added a School to Careers Coordinator who, among other things, began to build close connections between some of these courses and work-site internship opportunities.

In addition to NEASC initiatives:

- To promote tolerance, inclusion, civility and other civic virtues, the High School this year adopted VOICE – “Valuing Others in an Inclusive and Caring Environment,” as its theme. A diverse array of VOICE activities was developed to celebrate diversity and communication across the community.
- In response to community input, the Counseling Department began a review of the High School's transcript format.

At the Junior High School

- Many teachers were involved in the 6-7 dialogue and the literacy articulation efforts described above.
- The school administration and members of the parent community worked closely with the district's new Wellness Coordinator to plan Project Wellness. Project Wellness, inspired by concerns that arose from the results of the 2001 Youth Risk Behavior Survey, took place on March 13, 2002. Project Wellness, a first-ever full-day retreat for 7th graders and their parents, focused on promoting constructive communication within families and the health and well being of young adolescents.
- The English department piloted heterogeneously-grouped classes for all 8th grade students. This department also explored new literature to broaden its offerings.
- The technology benchmarking process, initiated last year at the elementary schools (see below), moved to the Junior High School.
- In the 2001-02 school year, RJ Grey and 6th grade parents received a new document, "Understanding Course Selection at RJ Grey and Acton-Boxborough Regional High School." This document provides families with a clearer picture of the course leveling system and the course sequence 7 – 12 in each subject area.
- Dialogue continued at RJ Grey to develop a vision for the future of the school. Over the years, the school has at times shifted toward a junior high and at other times closer to a middle school model. (In a middle school model, teachers in teams collaborate extensively to create small, supportive teams for kids. The curriculum is substantially inter-disciplinary. In the junior high school model, teachers may or may not work in teams. Instead, the curricular emphasis is on the subject-area departments and providing students with discipline-based curricula.) Generally, faculty at the Junior High School would like to be providing a middle school-style experience. However, budget and budget-related scheduling constraints have made this difficult. The question was: how to structure RJ Grey's schedule and teams, moving forward, so as to best serve the learning needs of students?

In the Elementary Schools

Over the last several years, the Acton Public Schools leadership has focused on enhancing literacy education.

- Kindergarten teachers have received training and developed materials to support development of the key pre-reading skills of phonemic and phonological awareness.
- We have made a systemwide commitment to training all K-3 faculty in the Bradley method of phonics instruction.
- For two summers in a row, the district received competitive grant funding, which enabled us to offer superlative professional development on guided reading instruction (K-2) and guided writing instruction (3-6).
- This year the Douglas, Gates, and Conant schools invested in training to support teachers' writing instruction.
- This year the district invested substantial resources in new ELA learning materials to support guided reading and writing and our ESL program.
- Last year we invested staff time in the development of a proposal for a large, multi-year grant to support school enhancements in literacy instruction. In Spring '02, the Douglas school received this "Bay State Readers" grant, which will provide the school with over \$400,000 over three years.
- Our school libraries worked with 6th grade teachers to promote students' reading for pleasure and reading as a habit.
- We expanded our English as a Second Language program to a fourth school.

In addition to our focused efforts in the area of literacy instruction:

- In 2000-01, APS developed a new set of technology curriculum benchmarks. The benchmarks set standards for student technology skills at each grade level. These benchmarks will be refined and implemented over the next several years. The expectation is that teachers will use technology to teach the current subject area curricula – rather than take time away from the other areas to "teach technology" in isolation. As the Citizens' Technology Advisory Committee has noted, planning for implementation of these benchmarks should help shape decision-making regarding technology, software, technology-related professional development, and technology staffing.

- Merriam School piloted, and then purchased, a new math program. McCarthy-Towne undertook review of its program, as well.
- The 3rd and 4th grades piloted new social studies curricula.
- For the first time, our Library Media Assistants met regularly. In addition, the libraries initiated an exciting expansion of the information/research skills curriculum through the Big Six curriculum.
- Each of the five elementary schools continued to work hard at school-based curricular and instructional initiatives.
- Planning continued for a grant-funded "outdoor classroom" for science instruction, to be constructed outside of the Merriam building once construction of the Damon Building has been completed.

In an organization this large, no list can hope to comprehensively capture all of the important activity. Besides the activities described, there were many, many other exciting things happening in and around our schools. The incredible energy and engagement of the districts' faculty make for extraordinary schools.

Pupil Services

Nursing Services: With the support of the Framingham statewide grant, the school nurses continued to upgrade health office computer systems and equipment. The improved computer system has a daily log which computerizes all health information and allows for better tracking of students' visits and health issues. The nurses continued to support the implementation of the systemwide Emergency Response Plan in collaboration with the school principals and safety committees. The nurses offered a Flu Clinic for all staff members. Elementary nurses continued to conduct Hepatitis B clinics for students in grade 6. Many of the school nurses participated in classroom teaching opportunities, including Human Growth & Development, Safety and Hygiene, 7th-grade health education classes, and a smoking cessation group at the high school. The school nurses supported an increasing number of students with chronic health issues.

Counseling: Elementary School counselors participated in professional development activities funded by a Character/Education grant. A University of Massachusetts counseling intern conducted social skill groups and conflict resolution programs in the classroom and assisted with counseling activities. Counselors continued to provide professional development for school staff on many counseling topics.

In the early fall, the junior high counseling department worked closely with the RJG community to assist them in dealing with the tragic loss of one of their students. Throughout the year the junior high counseling department continued to work with a

health educator to provide leadership trainings, self-esteem and social skills workshops for students in 7th and 8th grade. The junior high was fortunate to have a full-time counseling intern to assist in meeting the academic, social emotional and career goals of the students. The department continued to be involved in delivering the sexual harassment curriculum to all 7th grade teams; this included units on respect, bullying and teasing, and sexual harassment. Counselors worked with the administration to deliver the same message to the 8th grade teams. Counselors continued their collaboration with the Academic Support Center in offering a Peer Tutoring Program, which involved more than 25 student tutors and tutees. The department offered several group counseling experiences for students in such areas as divorce and adoption.

The high school counseling department was fortunate to receive grant money to hire a part-time school social worker whose primary focus was to support students with substance abuse issues. The department was also fortunate to have a full-time counseling intern to assist in meeting the academic, social emotional, and career goals of students. The department continued to offer counseling groups in such areas as the chronic illness of a sibling/parent, substance issues, and social skill development. The high school counseling department continued its work with the Peer Counseling course. The department offered parent evenings to address such issues as early decision applications to colleges, financial aid, and the college search. Several members of the counseling department developed a proposal to establish an Advisor/Advisee program at the high school. Last year the Advanced Placement testing program administered AP exams to over 250 students. The department continued to develop and enhance its web site. A new "junior packet" and small group sessions were developed to assist students in the post-high school planning process.

Special Education: The Acton Public Schools, in collaboration with the Littleton and Boxborough Public Schools, continued to participate in the Massachusetts Department of Education Community Partnerships for Children Early Childhood Grant. In collaboration with the nearly thirty center-based early childhood programs and family day care centers located across the three communities, these grant monies enhanced the quality of care and educational services provided to young children. Grant monies were used to subsidize childcare for low income working families, provide staff training and support programs accreditation by the National Association of Young Children.

Now in its eighth year, the Acton Public Schools Integrated Preschool (IPS) is a well-respected early childhood option within the community. Children with identified special education needs and those who are developing typically are educated side-by-side in this setting. In order to serve a growing number of students with special education needs, a fifth session of the IPS opened in 2001-2002. This class was housed at Blossom Station Childcare Center due to space constraints on the public schools campus. Acton Public Schools appreciates Blossom Station collaboration in providing this space.

The Acton Public Schools' Special Education Department staff, consisting of special educators, speech/language specialists, occupational therapists and physical therapists, is a cohesive group of talented and dedicated specialists. Educational and therapeutic disciplines communicated regularly. Student TEAMS provided highly-effective services to approximately 300 students in the Acton Public Schools. Staff communicates well with regular education teachers and with parents. Each department has developed long-range goals that span across the next three years and provide direction for the departments. Individual departments are highly organized, providing similar services to students in each elementary school.

Staff participated in many professional development opportunities. Through a Massachusetts Department of Education Professional Development Grant, the Special Education Department offered a variety of training programs in speech/language, language arts and strategy instruction. All speech/language specialists received specific training in phonemic awareness. This course provided training in assessment and service delivery. Phonemic awareness is an integral part of successful reading skill development.

The Acton Public Schools special educators received two days of comprehensive training on new cognitive and academic assessment batteries. These tests are used to qualify students for Special Education services. Both speech/language and special educators were presented with extensive training information on Non-Verbal Learning Disabilities. Motor specialists received training in sensory integration and a specialized handwriting program. Physical therapists attended a workshop entitled "Understanding Regulations." All motor therapists meet monthly to discuss common concerns and new strategies. Further professional development occurred within the APS system. A course entitled "Special Education Issues in the Regular Education Class" was offered to classroom teachers and specialists. Presentations included "Explosive Child," "Pervasive Developmental Disorder/Pragmatic Language Issues," "Motor Skill Development and Therapeutic Techniques," "How to Address Behavior Issues in the Classroom," and "Non-Verbal Learning Disorder."

At the junior and senior high schools, special education staff collaborated with regional department leaders and teachers regarding a number of important topics. Ongoing discussions continued regarding supporting the small number of students who failed the MCAS, as well as meeting the needs of students falling within the "needs improvement" range. It is a credit to both special and regular educators that very few students have failed the MCAS. Additional collaboration and discussion centered on the eligibility requirements for alternative assessment and implications for a high school diploma. Extensive professional development opportunities continued to be provided to Pupil Services staff to increase the repertoire of strategies and interventions used to remediate reading, writing and math disabilities. Through the "Accessing the Curriculum Grant," teachers have

received specialized instruction and training in language-related areas, as well as extensive support with curriculum access.

Academic Support: The regular education Academic Support Centers have increased their focus on meeting the increasing needs of our English as a Second Language population. A review of existing ESL services, and analysis and assessment of areas of need in light of those existing projections, has been a priority. A regional approach, grades 7-12, has been implemented, with teachers collaborating at both levels to identify long-range needs and improve entry/exit criteria.

Acton Public Schools

The five elementary schools – Conant, Douglas, Gates, McCarthy-Towne, and Merriam, experienced similar highlights last year. Each school has the following:

- a School Council, as required by the Educational Reform Act of 1993;
- vital parent involvement, which plays an active role in the life of its school. These parents sponsored numerous assembly programs that enriched their school's cultural and aesthetic life with musicians, storytellers, and other performers. The parents raised funds for school-wide projects; provided volunteers for many in- and out-of-class activities, tasks and services; and staffed the "Safe Arrival" hotlines. The parents also sponsored school newsletters and other activities;
- a number of whole-school events, such as orientation programs for kindergarten parents and children as the school year begins, back-to-school-night open houses in the fall, and a Memorial Day Program in the spring;
- students who use computers and technology to supplement the writing/composing process, to enrich or extend learning experiences in each curricular area, to strengthen the learning of concepts and practice of skills via the Internet;
- a faculty that participates in professional development through one or more of these activities: pursuit of formal course work; involvement in systemwide curriculum and instruction review and improvement projects; participation in the system's Professional Development Day; and attendance at professional conferences and workshops. In addition, many teachers worked with student teachers. Through their actions, the faculty again showed that they are truly committed to the concept of being life-long learners;

- a reception or event to celebrate and honor the parents and volunteers who assist each school during the school year.

At the end of the 2001–2002 school year, upon the retirement of Joan Little, Maureen Bingham was hired as the new Conant principal.

Language Arts: At a series of grade level meetings, funded with federal grant money, teachers reviewed, corrected and accepted a set of Language Arts curriculum objectives. The objectives, which are closely aligned with the revised Massachusetts English Language Arts framework, are published on the APS curriculum website for teacher, parent and community use.

As a result of the Bay State Readers Program, funded at Douglas School through state grant money, a District-Wide Literacy Team was formed in order to ensure communication and collaboration among all elementary schools in Acton.

Math: Funded by our federal Eisenhower Professional Development grant, the McCarthy-Towne and Merriam schools worked over the summer to review and select appropriate math materials to implement the Acton Public Schools math objectives.

Health: No program changes were implemented during 2001–2002. We were able to use state funding to purchase some literature for grades K–2 to help support the teaching of health topics.

Science and Social Studies: No major program changes were implemented, although a group of fourth grade teachers worked to pilot a revision of the social studies program in order to introduce students to the beginnings of ancient civilizations. These teachers implemented the recommendations of the R and D project from the previous summer.

A summer R and D project was scheduled in order to address the newly revised Massachusetts Frameworks, but it was postponed until 2002/2003 because the new document was not approved before the end of the school year. An Outdoor Classroom Initiative was begun with the goal of developing an outdoor learning environment in the required detention basin between the new Parker Damon Building and the old Merriam School. Several small grants were received from the Acton Garden Club and the Jenks fund in order to kick off the project. A larger gift from the McNerney-Mackenzie Foundation was made to help set up the infrastructure.

Grants: We received grants, described in Science and Social Studies above, for the Outdoor Classroom Project and also the Bay State Readers Grant, mentioned above in “Language Arts.”

Drug and Alcohol Education Programs: The DARE program continued in grades four and six with the support of the Acton Rotary. Third graders also receive a special Drug and Alcohol prevention program, provided by a consultant, funded with federal Safe and Drug Free Schools money. We are using the “Bully-Proofing” and “Quit It” programs at all grades to address issues of bullying and fairness in school.

R. J. Grey Junior High

R. J. Grey opened its doors in September of 2001 to 868 students (427 in 7th grade and 441 in 8th); this included five “School Choice” students coming through the system. It is of note that last year’s 415 seventh graders became 441 eighth graders, an increase over the summer of 26 students.

All students take English, social studies, math, science and physical education/health. The curriculum demonstrates the core values of reading (the English program is literature-based), writing (although skills are primarily taught in English, the other academic subjects have adopted the “Writing Across the Curriculum” approach, which provides students with a more consistent writing approach), math (with the added skill development of reading mathematical language), and our physical (science) and cultural (social studies) world. Most of our students not exempted by a Special Education Individual Educational Plan took a world language, with twice as many taking Spanish as French. Seventh graders participated in an “exploratory program” that consisted of Information Skills, Art, Music and Minuteman Tech Lab each for a quarter of the year. Exploratory courses for the eighth graders consisted of Art, Principles of Engineering, Life Skills/Health, and Study Skills.

Students could also choose from elective offerings of acting, basic and advanced guitar, basic drawing, drawing and painting, hand crafts, internet information skills, library aides, peer tutoring & peer mentoring, performance art, support group for students of divorced or separated parents, technical design projects, web page design, and yearbook.

There were a wide variety of other interesting activities with which students could be involved after school. The interscholastic athletic program included teams in cross country, soccer, field hockey, basketball, softball, track and baseball. In order to provide more opportunities for students, additional boys’ and girls’ soccer and basketball teams were added to double the number of participants in these sports. All of these teams were supported by an activity fee paid by the participants. The R. J. Grey intramural program became much more available to students, usually meeting for an hour after school. Students could participate in a variety of activities such as floor hockey, basketball, wrestling, volleyball and tennis. Other after-school extra-curricular activities included an Environmental Club, a Painting and Drawing Club, a Math Club, a Jazz Band, a Select Choir, a Chess/Board Games Club, a Yearbook Club, the AB Blueprint (school paper), a school play (“One Magic Moment,”

which involved over 150 students and another 50 parents), and the Student Council (which primarily met during the school day). Students also had the opportunity to work in the computer lab and library after school.

One of the most important aspects of R. J. Grey is "teaming." Teaming is the ideal format through which we can deliver those programs and values we most believe in, as expressed in our Statement of Purpose: e.g., meeting the needs of the adolescent, maintaining curricular quality and interdisciplinary opportunities, and creating a sense of community. There were four full seventh-grade teams, each with approximately 107 students and five teachers (English, social studies, math, science, and Spanish and/or French). There also were four full eighth-grade teams, each with about 110 students and five teachers (math, science, English, social studies, and one of the four "exploratory" subjects which rotated each quarter of the year). Teachers plan integrated curricular activities, which help students see the relationships between the various subjects. Teaming allows teachers to get to know students very well and gives common planning time to support these students. Time is scheduled that allows parents to meet with all team teachers at one time to get the whole picture of their child's progress. Teaming also breaks a big school into smaller units, which makes the school less intimidating than being one student out of over 868.

There were several groups looking at the future of R. J. Grey. The entire staff, as well as a committee of department leaders and staff representatives, continued to look at the parts of the program which are highly valued in order to preserve them, and also looked at ways to enhance the learning opportunities of all students. The School Council, consisting of five parents, one community person-at-large, four staff members, and the principal, addressed a wide variety of issues and made recommendations to the administration, which were very helpful. The Student Council continued to have a strong voice in the development of the school and the overall school climate. R. J. Grey was represented by a P.T.S.O. organization that included grades seven through twelve. Parents were invited to attend monthly noontime informational meetings with both the RJG and ABRHS principals who presented reports and answered questions. The P.T.S.O. also sponsored evening programs designed to provide parents with information about the schools.

There continued to be challenges to providing a fine program for R. J. Grey students. Foremost this year was the continuation of a \$19.1M addition and renovation project. Renovation continued in the "old" parts of the school, which caused students and staff to be moved intermittently throughout the year to open up new areas for construction. Most of the construction was completed by the end of the summer, which allowed school to begin in September 2002 utilizing the entire building for the first time. Other resource challenges continue to be the need to increase staff to keep up with the growing school population and providing time for teachers to support the needs of students, the curriculum, and the total school program.

One of the highlights of the year was the development and implementation of the first annual Project Wellness Day. This special event brought seventh-grade students and one adult family member together at Merrimack College on March 13 to learn more and better ways to communicate with each other about difficult issues such as risky behaviors. Approximately 1,000 students, family members and staff participated in this very successful first-ever event. Other special events during the school year included such annual events as the Problem Solving program, the Variety Show, Halloween Day, Blue and Gold Day (school spirit day), Foreign Language Week, weekend ski trip to Waterville Valley, Fun Fest (field day at the end of the year), the Thanksgiving Assembly, and the Student Recognition Assembly.

In November 2001, R. J. Grey (as well as the High School and Elementary Schools) received the results of the state-mandated MCAS (Massachusetts Comprehensive Assessment System) tests from the previous spring. We continue to be proud that our students' scores compared favorably with the top performing schools in the state. This is a result of the high quality of teachers and teaching, an excellent curriculum, fine students, and the supportive families who make education a priority for their children.

Given the quality of the support by students, staff, parents and community that R. J. Grey has come to enjoy, these and other challenges will be faced with enthusiasm and a sincere belief that students will continue to have a school in which they can learn, mature and grow, and about which we all can continue to be proud.

Acton-Boxborough Regional High School

Post Secondary Education: The ABRHS Class of 2002 was comprised of 335 members, 306 of whom, or 91%, plan to pursue some sort of post-secondary education. Of these, 81% will enroll at four-year schools, while 10% will continue their education at two-year colleges and technical schools. Consistent with the national trend and with that of previous AB classes, 106 seniors (32% of those applying) submitted Early Decision or Early Action applications.

Standardized Test Results: Average SAT scores for 2002 seniors again exceeded those of state and national populations. This is significant since 98% of A-B students took the SATs, compared to the state average of 81% and the national average of 46%. Our average combined score for the SATs was 1194.

National Merit Scholarship Corporation: Ten members of the class of 2002 achieved semi-finalist recognition; 46 others received letters of commendation.

National Honor Society: One hundred five members of the current senior class (31%) distinguished themselves by entrance into the National Honor Society.

National World Language Honor Societies: In 2002, forty-one ABRHS students qualified for membership in local chapters of the National French, Latin and Spanish Honor Societies.

National, Regional, and State World Language Competitions: Two ABRHS students placed nationally in 2002 in the National Spanish Examination; forty-eight other students placed statewide. Sixteen ABRHS students placed nationally in the National French Contest; seven other students were chapter finalists. Two ABRHS students placed at the summa cum laude level of the National Latin Examination; two others placed at maxima cum laude. One student received the corona oliva in the Medusa Mythology Exam.

Academic Decathlon Team: In its 13th year of competition, this team of nine regulars and 25 alternates placed first in the Massachusetts State Championships, which were held in March 2002. A total of sixty Massachusetts high schools competed. In addition, the team placed eighth at the National Championships, held in April 2002 in Phoenix, Arizona. National medalists in the All-Around category included Orr Ashenberg (A Team – 2nd place – Literature); Yang Yang (B Team – 2nd place – Science); Jon Blancha (B Team – 3rd place – Essay); Mike Kelleher (C Team – 3rd place – Essay); and Chris Hagar (C Team – 2nd place – Essay; 2nd place – Economics). The team was coached by Andy Crick, English teacher.

Mathematics Team: In the 2001-2002 season the A-B team finished third in statewide competition. Six students were finalists in the state Mathematics Olympiad Exam: Orr Ashenberg, Eric Kuo, Dmitry Bakmutskiy, Nathan Johnson, Yang Yang and Darrick Li. Also, thirteen students were finalists in the nationally-administered Annual High School Math Exam: Darrick Li, Orr Ashenberg, Jennifer Kuo, Nathan Johnson, Dmitry Bakmutskiy, Carl Brandon, Eric Kuo, Lincoln Quirk, Diego Pontoriero, Jia Xie, Sean Sullivan, Adam Meberg, Yang Yang.

Speech and Debate: The ABRHS Speech and Debate Team had 115 members throughout the 2001-2002 school year. Competing at both the varsity and novice levels, the team participated in competitions in Eastern Massachusetts, hosted its own “Winterfest Tournament,” and sent qualified competitors to state and national competitions. The ABRHS team qualified the allowable maximum of 32 competitors to the Mass Forensic League State Championships; eleven members went on to represent the school at the National Championships in New York City. Ben Brooks was a National Finalist. As a team, the Speech & Debate Team once again was awarded membership to the “200 Club,” recognizing them as a team in the top 5% nationwide and the number one public school in Massachusetts.

Sports: During the 2001-2002 school year, athletic participation in both the high school and junior high school programs rose to 1,257 students. In the fall, the football and golf teams won Dual County League Championships. Golf, field hockey,

boys soccer, girls soccer and football all qualified for the M.I.A.A. post-season tournaments. The Football team won the Division II Super Bowl and was ranked #1 in Eastern Massachusetts.

During the winter months, the boys basketball and boys and girls alpine ski teams won Dual County League Championships. The boys basketball team played in the state final game at the Fleet Center. Our boys swim, girls and boys track and girls basketball teams all qualified for post-season play.

Our spring season was also very successful as the girls softball, girls tennis and boys and girls lacrosse teams all represented Acton-Boxborough in year-ending tournaments.

Looking back, 2001-2002 was a very successful year for our athletes.

Proscenium Circus: Members of Proscenium Circus displayed remarkable talent and energy as they continued their fine tradition of outstanding dramatic performances. Students participated in our productions in a number of ways: sound, lighting, set building, stage management, publicity, ticket sales and, of course, stage performance. Over 120 students participated in the performances of the Fall Play, “Bullshot Crummond”; the State Play, “Three”; and the Musical, “Into The Woods.”

Peer Leadership Program: Peer Leadership had a most successful year with over forty students – a number that has increased as the scope of peer leadership has evolved. The peer leaders facilitated an alcohol/drug awareness program in Acton’s elementary schools, led social development programs at the R. J. Grey Junior High, and engaged in smoking awareness programs.

The School Newspaper: *The Spectrum* has continued to investigate stories of school, as well as local, interest. Our reporters review popular trends in entertainment. Local sporting events, insightful editorials and humorous observations are featured sections of *The Spectrum*. The editors’ responsibility is to provide readers with as much timely and relevant information as possible. The writers follow current topics in the news and discuss how these issues impact the school community.

The Literary Magazine: The Student Literary Magazine produced and published two issues, incorporating a variety of student writings and artwork. A contest was held prior to each issue with separate categories for artwork, poetry and short stories to generate submissions.

Student Internship Program: Eighteen juniors and seniors participated in the program. Each student was assigned to a staff member within the Town Hall or the school system. Several worked with state legislators.

Harvard Model Congress: Ten juniors (Mike Abare, Ward Benson, Sparsh Bhargava, Melissa Deck, John Houston,

Colleen Place, Joey Robbins, Josh Segal, Sandip Sengupta and Josh Silberberg) represented ABRHS at this four-day government simulation. The Acton League of Women Voters generously underwrote their participation.

Job Shadowing Week: Over 100 students made one-day career exploration visits to a variety of work sites beginning in November. This program owes its success to the participation of local businesses.

Career Speaker Program: Two Career Breakfasts, one in December and one in March, brought eleven career speakers into the school and involved over 100 students in career exploration.

Senior Community Service Day: On May 3, the Class of 2002 spent the day working on volunteer projects in and around Acton and Boxborough. Before the seniors began their projects, they were served breakfast at the school by the faculty and administration. This was the eighth year that the senior class has organized a Senior Community Service Day.

Survey and Research Activities: In order to gather information to assess school programs and plan improvements, school personnel conducted and analyzed several surveys during the year. One recent graduating class and all students new to the school system were surveyed in the fall, and the senior class was surveyed in the spring. Faculty members were also surveyed at the end of the year to provide information that is used to evaluate programs, set priorities and develop the yearly School Improvement Plan.

Community Service Activities: The junior class undertook a fall community service project, and about 70 juniors raked leaves for senior citizens in Acton and Boxborough one afternoon in November. ABRHS received two grants, which were used to enhance the school's community service program. A Community Service Learning grant (through the Massachusetts Department of Education) funded curriculum-based service projects and professional development for staff. A grant from the Corporation for National Service was used to organize over two dozen service projects around Martin Luther King Day and to encourage year-round volunteering by students. The school held its second Community Service Awards night on January 21; approximately 200 students received recognition for their volunteer efforts during 2001.

Extracurricular Activities: Students and faculty initiated an impressive number of new clubs and student interest groups during the year. Among the new groups, many of which are expected to continue into future years, are: Envirothon (a group that competes on the state level on an environmental topic), Anime Crew (focus on animated films and the art of animation), a chess club, a table tennis club, a chapter of Future Business Leaders of America, a chapter of Best Buddies, and a Tomorrow's Teachers Club.

VOICE: "Valuing Others in an Inclusive and Caring Environment" continued to be an active force at the high school. On April 26, 2002 the VOICE Committee sponsored the first annual VOICE Speaks Out Day. During this day, a large auditorium presentation (developed, coordinated and presented by students) and more than 30 separate workshops were offered to students and faculty. Presentations and workshops were consistent with the VOICE theme and included titles such as "Media and Gender Portrayal," "The Healing Power of Dialogue," "The Peace Corps Experience," and "Tough Guys and Sexy Girls."

Building Project: From January through March our school was involved in the schematic design phase of our building project. The building committee and administration have been working with The Design Partnership of Cambridge, the architects for our addition and renovation. The architects met with many staff members during the design development phase from March through August and developed a state-of-the-art two-story addition that will house science, math and visual arts.

The building committee, the Central Office and the ABRHS administration continued to work with our architects on the high school building project construction document phase, which was completed in January 2002.

The bid phase, also on schedule, was completed in February 2002; TLT Construction Company won the contract and Turner Construction was hired as Project Manager.

The Performing Arts

Many exciting events took place throughout our elementary schools. Each of our schools held a number of class plays/musicals and choral/band concerts, in addition to their weekly music learning experiences in the classroom. In addition to the traditional concerts, the band performed in the Acton Memorial Day Parade; this has become a wonderful tradition for our band program, beginning in grade 5. The band program also finished the year with a townwide band concert combining the five elementary school bands. The 300+ students involved were a sight to see and hear!

At the R. J. Grey Junior High School, fifteen students were selected to perform in the concert band, orchestra or chorus at the MMEA Northeast Junior District Music Festival held in March. The Band and the Chorus performed winter and spring concerts, displaying their improving musicianship, and did a great job providing support and building esprit de corps at school assemblies. The students of RJ Grey performed a musical, "One Magic Moment," to sold-out audiences for five consecutive performances.

At the Acton-Boxborough Regional High School, our Band and Chorus continued to reach out to our communities as they performed at numerous events, including West Acton's Oktoberfest, Mt. Calvary's Senior Luncheon, the Lion's Club Tree

Sale, and the Acton Memorial Day Parade. Proscenium Circus's presentation of "Into The Woods" continued the fine tradition of outstanding musicals they have presented in past years. We had sixteen students selected to perform in the concert band, chorus and orchestra at the MMEA Northeast Senior District Music Festival held in January; five of these students went on to perform in the All-State Festival, and two of these students received All-Eastern recommendations.

The Visual Arts

In the ongoing process of curriculum articulation and review, the art staff applied for and received R&D grants for summer curriculum work. The high school art staff worked during the school year to enter Visual Arts high school courses into the district's new curriculum template. The work was to be completed during the summer R&Ds. A new course, Art History, was piloted at the high school.

Throughout the school year, student efforts and accomplishments in the Visual Arts program were exhibited in each of the systems' seven schools, as well as in a variety of formats and off-site settings. Student artwork appeared in various school newsletters, and a kindergarten student's drawing graced the cover of the Kindergarten Handbook.

In September the work of forty elementary students from Conant, Gates and Merriam Schools, grades K-6, was exhibited at Acton Day at NARA Park.

ABRHS students received nine awards at the state level of the highly-competitive Globe Scholastic Art Awards. The student work was exhibited at the State Transportation Building in Boston during January and February. One student's work was sent on to New York for the national Scholastics' judging, where he received the Pinnacle Award for Computer Graphic Design. The Pinnacle Award is the highest national award given to students – one in each of 14 categories. Students who received these awards were honored at the Scholastics Awards Ceremony at the Kennedy Center in Washington, D.C. in the spring. Their work was exhibited at the Corcoran Gallery of Art in Washington. During March 41 students' had work included in the annual Youth Art Month Show at the Worcester Art Museum. The Conant, Douglas, Gates, and Merriam Schools, as well as RJ Grey Junior High and Acton-Boxborough Regional High School, were represented.

Students at Merriam School visited the DeCordova Museum for the Annual All-School field trip. The art teacher at Gates School received an AEA grant to fund support materials for students' research and study of 20th-Century artists in their art classes.

Seventh- and eighth-grade students at RJ Grey had the opportunity to participate in an after-school art club that met once a week. Eighth-grade students made field trips to the Peabody Essex Museum to support units of study in the art and social studies curricula.

Two elementary art teachers made presentations at Massachusetts Art Education Conferences. At the fall conference they led two workshop sessions – one on making books; the second on applications of unit origami. At the spring MAEA conference they did a presentation on math and art applications of unit origami. One elementary art teacher had an article she had written accepted for publication in *School Arts*, a professional art journal.

In the spring, art teachers mounted a K-12 student art show, entitled "Words and Images," at the Acton Memorial Library. Student artwork that was related to this theme, both two-dimensional and three-dimensional, was exhibited throughout the library. Work from students in all seven schools was included in the show.

Technology

Jim Chace, the Coordinator of Technology Services, retired in June 2002. The Technology Resource Center was reorganized; Priscilla Kotyk is the new Director of Technology Integration and Instruction, and Steve Hall is the new Director of Information Technology.

The technology staff worked closely with the staff, administration and architects to develop and implement an outstanding new infrastructure in the three school building projects. Two projects have been completed: the Parker Damon Building, which houses the Merriam and McCarthy-Towne Schools, and the RJ Grey Junior High School.

The High School Building Project Technology Purchases Committee began meeting regularly to develop a plan for new technology in the high school. An educational rationale and accompanying budget recommendation will be developed and presented to the School Committee and the Building Committee.

Teachers, students and administrators regularly use the network for electronic mail, research, collaboration and guided exploration of the vast resources on the World Wide Web. The districts have established their own web site: <http://ab.mec.edu>. The site is continually upgraded and provides a great deal of valuable information to students, citizens of the communities and other interested parties. Details of the Technology Resource Center (TRC) can be found at the following URL: <http://ab.mec.edu/district/technology/index.html>.

Many teachers have developed classroom home pages to support the curriculum in their classrooms. Some of the pages are updated weekly so that students and parents can keep abreast of the weekly homework assignments.

Students are exposed to a wide variety of technologies throughout their school career. They use computers for writing, research, problem solving, publishing, multimedia, creative endeavors in art and music, and telecommunications. Nine

Macintosh computer labs and two PC labs provide students with outstanding facilities to work in large group settings.

Cisco Academy continues to be offered at the Acton-Boxborough Regional High School. The Academy provides interested students the opportunity to become Certified Cisco Networking Associates (CCNA). Two technology skills electives have been added to the program of studies.

Libraries are equipped with computers, a Library Automation System, CD-ROMs, Laser Disk technology and the network for student research and other curriculum-related work. Many staff members take advantage of these resources to enhance curriculum presentations.

Technology staff members actively participate on two citizen committees. The Citizen's Technology Advisory Committee (CTAC2) advises the administration and school committees on matters related to the use of technology in the schools. The Joint Technology Advisory Committee (JTAC) is a committee of citizens and employees; it makes recommendations relative to the use of technology in the town and schools and what economy of scale, if any, could be achieved by cooperation in the area of technology by the schools and the town government. Citizens who would like to learn more about either of these committees should contact the Office of the Superintendent.

The district is in the process of writing a new Technology Plan that will be driven by six Guiding Principles. These Guiding Principles will be presented to the individual school councils for discussion. Both School Committees will be asked to endorse these principles in November 2002. The Guiding Principles are:

1.0 EDUCATIONAL TECHNOLOGY PLANNING

The districts will creatively employ responsive, ongoing planning strategies to implement educational technologies in support of student learning.

2.0 BUDGETARY SUPPORT

The districts will address all technology costs via an annual appropriated budget process in order to improve the continuity and public accountability of the planning process.

3.0 STUDENT LEARNING

The districts will promote the integration of technology into curriculum wherever technology integration can enhance student learning.

4.0 CLASSROOM INSTRUCTION

The districts will provide professional development that supports the use of technology to enhance instruction and student learning.

5.0 ADMINISTRATIVE SUPPORT

The districts will enhance supports to students by improving administrative efficiency and information flow.

6.0 EDUCATIONAL TECHNOLOGY SERVICE DELIVERY

The districts will maintain, expand and enhance the technical infrastructure to improve user access in support of student learning.

Submitted by:

Priscilla Kotyk Director, Technology
Integration and Instruction
Steve Hall Director, Information
Technology

Summer School

The Acton-Boxborough Summer School runs a four-week elementary and six-week secondary program for students of Acton, Boxborough and the surrounding communities. All classes are held at the Acton-Boxborough Regional High School. The program is entirely self-supporting and offers a broad range of courses. While many students take courses for remedial purposes, more than 50% of the classes are elected for enrichment purposes. In 2002, 335 students attended the Summer School – 83 students, or 25% of the total enrollment, from other school districts. Director Bruce Oetinger, who oversees a staff of fourteen certified teachers and ten aides, runs the program.

K-6 courses: Reading, Mathematics, Language Arts (Writing Skills)

7-12 courses: Pre-Algebra, Elementary Algebra Part I SP, Algebra 1 CP, Algebra I AE, Geometry CP, SAT I and II Math Review, Junior High English, English 9/10, English 11/12, Writing Skills, Creative Writing, SAT I and II English Review, Biology, Earth Science, Chemistry, French I, French II, Spanish I, Spanish II, U. S. History, World History, and Physical Education.

Office of Development

The Office of Development is now in its eighth year of providing system-wide service. This office was established in response to the growing need to seek additional funding as a supplement to the appropriated budget. In addition, the Office of Development helps to support the activities of the Faculty Externship Program.

The Acton Public and the Acton-Boxborough Regional School Districts, together with their many partners, have been responsible for the creation of highly-entrepreneurial achievements in curriculum and instruction, community education, professional development, services for children with special needs,

and school-to-career initiatives – to name only a few. They have also established strong and supportive partnerships of trust with the greater learning community – businesses, higher education, social service agencies, museums, chambers of commerce, and other public school districts, as well as parents and students. It is, therefore, a central goal of the Office of Development to create a seamless alliance among the many constituencies in the learning community. In doing so, a new synergy is generated and thus becomes the basis upon which supplemental funding is procured.

Grantsmanship: In response to the growing need to seek alternative and supplemental funding, grantsmanship activities continue to grow within the Office of Development and our individual schools. The Grant Writer's responsibilities include the establishment and development of new relationships with individuals, private businesses, foundations and corporations, as well as state and federal government agencies, which may become potential sources of supplemental funds.

Faculty Externship Program: Since 1989, the Faculty Externship Program has provided a unique and alternative professional development opportunity for teachers and administrators. Teaching professionals in the workplace are discovering not only the basic skills, but the thinking skills and personal qualities sought by employers. It is a model for education-business collaboration and winner of the MA Board of Education's Exemplary Partnership Award in 1990.

Community Education

The Community Education office is located in the Administration Building, 15 Charter Road. Its staff organizes, staffs and directs the following programs and activities.

Day and Evening Classes: More than 1,100 classes are offered yearly for children, teens and adults. Classes and other programs are listed in *INTERACTION*, the Community Education catalog that is mailed four times a year to over 21,000 area homes. More than 12,000 persons enroll in classes each year.

Extended Day Program: Serving 190 Acton Public School families and 85 Boxborough families, Extended Day offers quality before- and after-school care for children in grades K–6.

Preschool Program: Located at the Administration Building, the Community Education Preschool is the laboratory for the Child Development course. Completely funded and staffed by Community Education, the Child Development/Preschool course awards seven credits towards graduation. Preschool has a total enrollment of 52 (24 three-year-olds on Tuesday and Thursday; 28 four-year-olds on Monday, Wednesday and Friday).

All-Day Kindergarten Program: Community Education administers the business affairs of the all-day kindergarten program at Douglas, Conant, Gates, McCarthy-Towne and Merriam Schools.

Summer Day Program: Located at the Administration Building, this program offers three two-week sessions of summer activities to more than 300 children in grades 1–6. Also provided is a Preschool summer program for four- and five-year-olds, vacation programs (offering enrichment activities and day care during school vacations), and many short sport clinics.

Youth Basketball League: Offering 16 weeks of coaching, practice and league play to more than 850 boys and girls in grades 3 and up, the league is staffed with more than 100 paid and volunteer coaches, timers, and referees. Community Education runs clinics for referees at no charge.

Driver Education: Community Education runs a Registry-approved driving school, offering classroom and on-road training to 280 students annually.

Pool & Fieldhouse Programs: Located at ABRHS, the Pool & Fieldhouse Program consists of family open swim and open gym times for basketball on the weekends. Also offered in this facility is a full Red Cross Swim Program on Saturdays during the school year and Monday – Friday for eight weeks in the summer, as well as school year and summer swim teams.

Community Education also conducts classes and schedules drop-in times for the public in the Fitness Center at ABRHS.

Scheduling of School Fields: Little League, Pop Warner and Youth Soccer, as well as individuals, businesses and community organizations, receive permits for school field use through Community Education. Fees charged are returned to the school facility department for field maintenance.

Scheduling Use of School Buildings: All evening, weekend, holiday and vacation use of the seven school buildings is scheduled through Community Education.

Community Education receives no funding from the School Districts or Town and runs all programs on a self-sustaining basis. Monies are returned to the following for use of space and equipment – AV, Business Education, Director of Technology, Physical Education Department, Art Department, Facilities, and the Central Office. During this year, Community Education has paid for the tennis courts at the Junior High School and the renovations at the Administration Building. For more information about Community Education and the programs offered, call (978) 266-2525.

Facilities and Transportation

In addition to normal maintenance projects, the school districts were involved with numerous summer activities.

The modular at Conant School was refurbished to house a computer lab, art program and a specialty classroom. At Gates the classroom plumbing was replaced. Douglas School had additional parking added, as well as construction of a parent drop off. At the Parker Damon Building, the new play structures were installed in a coordinated event between parents and contractors.

Considerable time and energy have been devoted to closing out the Junior High and Twin School projects, as well as insuring that the High School project gets off to a smooth start.

In Conclusion

This report demonstrates that the Acton Public Schools and the Acton-Boxborough Regional School District are complex organizations. Nonetheless, the districts possess a clear mission and vision. They are fortunate to possess a dedicated staff, who make a habit of constant self-reflection and, as resources allow, of renewal.

Our students, teachers and administrators continue to perform at high levels – academically, athletically, artistically, personally and professionally, and so the Acton Public and Acton-Boxborough Regional School Districts maintain a reputation that attracts people to the communities and to our schools. It is our intention to continue to provide the best possible education to the communities and to seek continued financial and moral support for this very important endeavor.

The towns of Acton and Boxborough have a great investment in the schools since the schools serve the communities' youth and adult populations through public schooling, Community Education, and as a center for much community activity. This is a win-win situation for both the towns and the schools that we want to maintain for the future.

William Ryan
Superintendent of Schools
On Behalf of the School Committees



Acton Center School.

Built on the site of the first meeting house in 1872,
it was torn down in 1957.

MINUTEMAN REGIONAL HIGH SCHOOL

School of Applied Arts & Sciences
758 Marrett Road, Lexington, Massachusetts 02421
www.minuteman.org

Minuteman Regional School Committee 2002

Charles Olmstead of Acton	Rosalie Barton-May of Lancaster
Erin Phelps of Arlington	Marjorie Daggett of Lexington
Joseph White of Belmont	Colin Young of Lincoln
Stephen Koral of Bolton	Jeffrey Stulin of Needham (Chairman)
Donna Corey of Boxborough	Alice DeLuca of Stow
James Ford of Carlisle	Paul Lynch of Sudbury (Secretary)
Phillip Cheney of Concord	Betsy Connolly of Wayland (Vice-Chair)
Frank Gobbi, Jr. of Dover	Mary Shaw of Weston

After several years of dedicated service, three members left the Regional School Committee in 2002. The entire Minuteman Regional School District thanks Mary Ann Gleezen of Lancaster, John O'Connor of Stow and Elaine Noble of Weston for their years of service and leadership.

Class of 2002 Graduate Achievement Highlights

- 91% of the Class of 2002 graduated into either college or employment in their field of study.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Cosmetology graduates passed the state board examination.
- 100% of Early Childhood Education graduates were fully certified by the Office for Child Care Services, Commonwealth of Massachusetts.
- Medical Occupations graduates achieved 100% placement in either college or a job in the field.
- Science Technology graduates achieved 95% placement in either college or their field of study with 84% (47 out of 56) attending college.
- Culinary Arts graduates achieved 100% placement rate with 18 of 26 enrolled in college and 8 employed in the culinary or hospitality field.

- Construction-Trades graduates achieved 88% placement rate with 17 of 54 enrolled in college and 29 of 54 entering the workplace in their field of study.
- Speaking at the Class of 2002 graduation ceremony were Valedictorian David Ceddia of Sudbury, Co-Salutatorians Emily Bawn of Stow and Peter Merritt of Lancaster and Class President Jason Huber of Acton.

Class of 2002 Graduates from Acton

Computer Programming	Dmitry Berman
Graphic Communications	Leander Ferebee
Culinary Arts	Kathleen Gildea
Electrical Wiring	Jason Huber, Nat'l Honor Society, Class President
Computer Programming	Carl Prael
HVAC	Jason Searle

Academic Division Highlights

- Minuteman Regional High School sophomores tied for first place in Massachusetts among regional technical schools on MCAS test performance.
- Forty-five students took advantage of college level pre-calculus and calculus courses under an articulation agreement with Middlesex Community College.
- A Latin course was expanded to serve the growing number of students interested in medical careers, biotechnology and science.
- Minuteman Librarian Rolf Erikson authored a book "Designing a School Library and Media Center for the 21st Century" published by the American Library Association.
- A freshman seminar course is being taught on-line with students receiving training in Internet research, writing skills, software application usage and time management.
- The Minuteman Players, the school's drama students, produced and performed spring and fall productions: The Soapy Murders, a comedy mystery and The Scene Stealers, a compilation of famous scenes from Hollywood movies of the past twenty years.
- The Special Education Department teamed with mainstream teachers to help students achieve one of the highest levels of special education MCAS "pass" scores in the state.

- Faculty members from English, Guidance, Social Studies and several vocational fields developed Character Education curriculum for use throughout the school.

Science & Technology Division Highlights

- The first state-approved high school pre-engineering program entered its third year. Minuteman in articulation with the University of Massachusetts initiated college level engineering courses on Saturday mornings to serve students from local high schools.
- Electromechanical Robotics students Michael Kelly of Medford and Benjamin Perry of Sudbury took National First Place in Skills USA/VICA National Competition on Team Robotics and Automation held in Kansas City, MO in June 2002.
- The Biotechnology Academy was designated an outstanding high school program by the National Center for Career and Technical Education at the Ohio State University in conjunction with the U.S. Department of Education, Washington, DC.
- The computer department expanded its partnership with CISCO in designing a new networking course, the first step for students intending to become a networking engineer.
- The Electronics/Telecommunication Department designed new technology units with extensive help from RCN and American Alarm & Communications, Inc. of Arlington.
- Many new industry partnerships were approved, including, Verizon supporting funds for after-school technology training, Cognex Corporation of Natick providing weekly on-line interactive training on Visions Systems, GTE helping write new physics units, the Northeast Center for Telecommunications providing funds, etc.
- The Environmental Technology department received a state-wide recognition award from the Massachusetts Executive Office of Environmental Affairs and a personal visit from Secretary of Environmental Affairs Bob Durand. Students were active in numerous off-campus service projects for such agencies as the MWRA, Cambridge Water Department, Bolton Conservation Commission, Sudbury Valley Trustees, Massachusetts Division of Fisheries & Wildlife, U.S. Department of Fish and Wildlife and the Northeastern University Marine

Biology Research Laboratory, and the United States National Park Service, Minuteman National Historic Park.

Construction — Power — Building Trades Division Highlights

- The Automotive Technology Department won the industry's Most Outstanding Automotive Program in Massachusetts award for the fourth year in a row.
- Students in Carpentry, Electrical Wiring, Plumbing and HVAC completed construction of the three-bedroom colonial home for the Wayland Housing Authority.
- Carpentry and Drafting students designed and constructed a replica Thoreau/Walden Pond house on the campus of the Thoreau Elementary School in Concord for use in environmental science education.
- The Computer-aided Drafting & Design department completed plans for a three-bedroom colonial home to be built by Minuteman's construction students in Lexington.
- Student teams completed major renovation of office space for the Louise May Alcott Center in Concord and rebuilt historic cannon stands for the Belmont Town Common.
- The Automotive Technology Post Secondary program became the first in the state to complete and earn certification through the National Automotive Technical Education Foundation (NATEF).
- The Landscape Management Department won several awards again, including First Place at the Annual New England Flower Show in Boston.

Commercial & Human Services Division Highlights

- The Child Development Center and the Early Childhood Education department was recertified by the National Association for the Education of Young Children. Many commercial centers do not receive this certification for excellence and good practice in curriculum implementation.
- In Retail Marketing & Management, a two-student team placed first in state level entrepreneur competition among Distributive Education students. Another student won first place in the annual Massachusetts School Bank Association's annual essay contest.

Students also hosted their annual "Breakfast with Santa" fund-raiser for Children's Hospital of Boston. Through this effort over the years, Minuteman students have donated more than \$10,000 to needy children.

- In Culinary Arts, bakery students won gold, silver, and bronze medals in state competition. The Department is preparing to become a certification site for the American Culinary Federation.
- Jane Tang of Acton, a Culinary Arts Baking student won National First Place in skills competition held in Kansas City, MO in June 2002.
- Emily Bawn of Stow, a Graphic Communications student, won the gold medal in state skills USA/VICA and National First Place in the national competition held in Kansas City, MO in June 2002.
- New and/or updated college articulation and advance credit agreements with numerous top colleges in 26 different career areas.
- Minuteman faculty and administration completed an extensive self-evaluation project using the Baldrige criteria for excellence, criteria well known to business and industry.
- Minuteman's School to Careers Partnership has formed a Minuteman Business/Education Alliance with direct or association representation of approximately 1,700 companies. This will allow Minuteman Regional High School to facilitate communication and cooperative student-employer projects and internship opportunities involving each of our district's fifteen participating high schools.
- Community education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs and camps, provided to member town residents continued at one of the highest participation and success levels in the state.
- The Facilities Management Department completed major campus renovation and facility improvement projects including conversion to gas heating, upgrading athletic fields, and construction of the new Student Service Center.
- Numerous staff development efforts focused on obtaining national rather than just state certification in graphics & digital media, culinary arts, and collision repair (ASE).

Continued Recognition of Automotive Academy

The Minuteman Automotive Academy was selected by the National Automotive Youth Educational Systems program as a site for high level career learning in the field and voted the Most Outstanding Automotive Technology Program in Massachusetts by the Industry Planning Council of New England. Dalmer Chrysler, General Motors, Toyota, Volkswagon, the National Institute for Automotive Service Excellence (ASE), college partners and others work with Minuteman in providing exciting career opportunities across a broad spectrum from advanced technician to management specialist to automotive designer and engineer.

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT OPERATING FUND COMPARISON OF BUDGET TO ACTUAL FOR FY02 (YEAR ENDING JUNE 30, 2002) (UNAUDITED)

REVENUES	FY01 ACTUAL	FY02 BUDGET	ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
Assessments	\$7,013,156	\$7,252,023	\$7,252,023	\$-	\$-
Chap. 70	\$2,387,712	\$2,557,038	\$2,557,038	\$-	\$-
Choice 95	\$-	\$-	\$-	\$-	\$-
Trans Ch. 71	\$1,032,697	\$959,806	\$959,806	\$-	\$-
Choice	\$845,381	\$317,019	\$317,019	\$-	\$-
Other	\$202,797	\$321,685	\$321,685	\$-	\$-
App Sur	\$192,700	\$84,697	\$84,697	\$-	\$-
Tuition	\$1,875,707	\$2,945,017	\$2,945,017	\$-	\$-
Total	\$13,550,150	\$14,437,285	\$14,437,285	\$-	\$-
Expenses					
Bldg. Trades	\$73,616	\$91,019	\$68,627	\$(7,432)	\$14,960
Comm Serv	\$20,601	\$18,445	\$18,153	\$30	\$322
Electronics	\$37,592	\$32,630	\$39,877	\$4,108	\$(3,139)
Graphics	\$70,184	\$74,079	\$120,104	\$61,070	\$15,045
Health Instr	\$24,665	\$24,625	\$24,716	\$-	\$(91)
Metal Fab	\$35,128	\$36,909	\$34,536	\$-	\$2,373
Power Mech	\$13,276	\$17,200	\$17,242	\$(11)	\$(53)
Technology	\$89,930	\$91,794	\$79,713	\$(610)	\$11,471
Aftsch Program	\$11,869	\$13,770	\$14,958	\$1,284	\$96
Reg Occup	\$3,914	\$4,435	\$2,386	\$-	\$2,049
Spec Trades	\$28,589	\$27,799	\$26,421	\$(536)	\$842
Safety	\$14,817	\$12,761	\$11,748	\$790	\$1,803
Communications	\$43,099	\$39,877	\$39,486	\$1,380	\$1,771
Human Relations	\$18,336	\$21,532	\$12,625	\$-	\$8,907
Math	\$47,408	\$49,560	\$44,411	\$(5,060)	\$89
Science	\$56,380	\$67,290	\$65,584	\$(15)	\$1,691
Phys Educ	\$7,618	\$7,965	\$4,660	\$(64)	\$3,241
Athletics	\$101,790	\$103,330	\$113,308	\$1,393	\$(8,585)
Bus Instr	\$3,435	\$4,525	\$422	\$-	\$4,103
For Language	\$16,526	\$18,800	\$11,836	\$140	\$7,104
Art	\$6,171	\$8,225	\$5,591	\$-	\$2,634
Music	\$100	\$400	\$92	\$-	\$308

EXPENSES	FY01 ACTUAL	FY02 BUDGET	ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
Altern Ed	\$1,738	\$10,000	\$11,553	\$-	\$(1,553)
Instru Res	\$78,270	\$71,820	\$75,449	\$(41)	\$(3,670)
Pupil Supp	\$44,516	\$47,241	\$41,378	\$(569)	\$5,294
Principal	\$84,670	\$95,050	\$91,676	\$1,251	\$4,625
Voc Co-ordn	\$6,467	\$6,654	\$5,748	\$-	\$906
Computer Serv	\$7,256	\$27,600	\$14,060	\$(91)	\$13,449
Dean	\$3,340	\$3,620	\$3,062	\$(25)	\$533
Dist Prog	\$53,513	\$59,140	\$137,185	\$15,026	\$(63,019)
Legal Fees	\$18,048	\$30,760	\$67,476	\$-	\$(36,718)
Audit Fees	\$43,000	\$45,000	\$43,000	\$-	\$2,000
Superintendent	\$2,284	\$5,525	\$6,199	\$-	\$(674)
Plan/Academics	\$28,581	\$42,300	\$42,217	\$219	\$302
Business Office	\$16,494	\$25,450	\$16,648	\$-	\$8,802
Risk Ins.	\$133,522	\$130,763	\$174,531	5,900	\$(37,868)
Ret/Empl Bnft	\$1,210,188	\$1,370,172	\$1,308,231	\$43,771	\$105,712
Transportation	\$991,690	\$1,029,243	\$1,170,227	\$102,416	\$(38,568)
Café	\$7,120	\$8,450	\$4,760	\$-	\$3,690
Oper & Maintnce	\$1,021,389	\$854,400	\$874,088	\$74,603	\$54,915
Equip Pur	\$42,071	\$150,000	\$156,310	\$6,400	\$90
Debt Mang	\$-	\$-	\$-	\$-	\$-
Salaries	\$9,045,683	\$9,657,127	\$9,632,987	\$(3,351)	\$20,789
Total	\$13,564,884	\$14,437,285	\$14,633,283	\$301,976	\$105,978
Excess Revenue	\$(14,734)	\$-	\$(195,998)	\$301,976	\$105,978



Isaac Davis and his company of minuteman leaving for Concord on April 19, 1775.

ACTON MEMORIAL LIBRARY

2002 was a year of both transition and change for the Acton Memorial Library. In mid-July Director, Wanda Null, whose administration spanned more than thirty years, retired. During the construction of the new library she exhibited an inexhaustible capacity to not only manage the Library's daily routines, but also to successfully meet each challenge presented by the construction. Wanda's tireless efforts went far to ensure the successful metamorphosis of the Library building into the forward-looking edifice that proudly serves our community today. Her legacy will endure for many years to come. We wish her much happiness and good health in her retirement.

Acton was most fortunate to find Marcia Rich to fill the considerable void created by Wanda's departure. Marcia has an MBA in Management as well as a Masters in Library Science. She is currently pursuing a certificate in Human Resources Management. Marcia was Library Director in Chicopee, MA from 1981 to 1985 and the senior consultant for the Western Mass. Regional Library System. Her last public sector position was as Library Director in Burlington, MA from 1991 to 2000, including the years when the town built its 30,000 sq. ft. facility. After a sojourn in human resources in the private sector, Marcia accepted the position as Library Director in Acton. Under her capable leadership the transition at the Library has been smooth and seamless.

Along with passing of the baton, so to speak, there were changes both on the Board of Trustees and in the Library: In February, 2002 Henry "Jay" Hogan resigned after many years of service. As a member during the latest construction he devoted considerable time and energy to garner support for the proposed new building. He has both our appreciation and grateful thanks for his years of service on the Board.

At year's end Ray Shamel "retired" as Trustee after having contributed mightily to the Library for nearly forty years. Ray gave the moving keynote address at the groundbreaking ceremony for the new Library. Ray was a member of the Board during the construction of the 1967 addition, and an enthusiastic supporter of the formation of Friends of the Acton Libraries. Ray's departure clearly marks the end of an era

Frank Joyner, who held an elected position for five years, was named to fill one of the two vacant Corporate Trustee positions. Thus, there will be two openings for candidates for trustee on the ballot in 2003.

System Change

The Minuteman Library Network in its efforts to improve service to its member communities has upgraded its equipment and software during the past year. We have been preparing to upgrade our computers from "dumb terminals" to PC's to maintain compatibility with Minuteman's new system. The Friends of

the Acton Libraries and the Acton Memorial Library Foundation have contributed most of the funds needed to purchase the new equipment. The new computers will meet the basic requirements for us to adapt to Minutemen's system. However, we will need to acquire additional equipment in the near future to maintain our current level of service to our patrons.

Cultural Events

Our arts program has continued to provide a varied and stimulating program of cultural events.

The following is a list of most, if not all, of the presentations and performances over the past year.

Art Exhibits-Meeting Room

January:	"New Spaces"	Richard Bornemann
February:	"Pulled Light"	C.M. Judge
March:	"Discarded Spaces"	Charles Mayer
April:	"Imaginary Maps"	Mark Shafer (Mark also gave a slide lecture on his work "Imagined Landscapes", funded in part through the AB Cultural Council)
May:	"Delving Through Layers"	Deborah Santoro
June:	"Pilgrimage"	Denise King
July:	Photos by Organization for the Assabet River	
August:	Paintings by Dorothy Harding	
Sept-Oct.:	"A Little Local Color"	Joanne Bergen
Nov-Dec.:	"The Natural World"	Judith Canty

Art Exhibits-Other

Ceramics by Elisa Freud
Copperwork by R. Pualwan
"Refuse" by David Smyth
School Art Exhibit, Exhibit of Mandalas,

Other Cultural Events

2nd Annual Robert Creeley Award/Galway Kinnel Poetry Reading

Tim Murphy: Poetry Reading/Beowulf Revisited
Acton Garden Club "Books in Bloom" Standard Flower Show
Junior High book discussion group
Origami workshop for children

Other Events

Big Dig slide tour
Computer workshops
Workshop on meditation
Digitization of Civil War Records

Donations:

During the past year the Friends of the Acton Libraries contributed \$7,600 toward the Library's purchase of various items including equipment for the system up-date. The Acton Memorial Library Foundation raised \$25,950 for the Library's use in 2002. The Library received another significant gift from the estate of Lois Parker, a long-time supporter of the Library, which totaled more than \$8,000. We on the Board wish to express our deep gratitude to the family of Lois Parker for her kind generosity.

Trust Funds

In addition to the Friends and the Foundation the Library is the beneficiary of thirteen individual trusts. Most of the trusts, except as noted, restrict expenditure to the purchase of either reading/reference materials or equipment for the Library for the benefit of its patrons. All the trusts restrict disbursements to only the trust's earnings. The names of the trusts and the disbursements from them, if any, in 2002 are as follows: Mark Clapp

Memorial; Charlotte Conant, \$49.74; Minnie Davis; Hiram Hapgood; Susan/Luther Conant; Florence Grandine; George Kashuba; Katherine Kinsley; Mildred Pope Moore; Memorial Library Planter Fund, \$67.85; Newell B. Taintor Unrestricted \$300; Luke Tuttle, \$224.28; and William Wilde, \$388.25.

Library Staff

No library, no matter how modern, could function effectively without a well-trained and experienced staff. Acton can surely boast that its staff is among the finest in the area.

Director, Marcia Rich
Asst. Director, Ellen Clark
Admin. Asst., Mary Katis
Reference Staff, weekdays:/Susan Paju and Julie Glendon,
Saturdays and fill-in staff: Jane Flanders
Sundays and fill-in staff:/Joanne Sullivan and Beth Safford
Children's Department Staff: Lee Donohue, Marilu Nowlin, Catherine Drum, Kristine Adolph
Saturdays and fill-in: Jane Flanders
Sundays: April Mazza
Technical Services: Stephanie Knowland and Karen Anderson
Young Adult Librarian/Computer Specialist:/Pam Parenti
Circulation: Gloria Reid, Joy Hamel, Amy Spadano, Suzanne Callahan, Eunice Gorman, Carol Landers,
Saturdays: Polly Millen, Carol Brady (fill-in), Kaja Michaels, Elizabeth Leaver, Barbie Wolfenden, Barbara Floss, Pat Clifford (fill-in)
Pages: Kim Appelmans, Karen Borg, Anshu Sood, Lester Li, Maryanne Allard

Trustees:

The Trustees of the Acton Memorial Library typically have more than one function or interest on and off the board. For example: Ann Chang is a member the Library Arts Committee. She is the Board's liaison to the Acton Leadership Group. She also serves on the board the League of Women Voters. Bob Ferrara founded the Friends of Pine Hawk site to promote awareness of the Native American artifacts unearthed,, just before the construction of the Adam Street disposal plant and to relate their significance in Acton's history and school curriculum. Bob also represents the Library at the JTAC (Joint Technical Advisory Committee) meetings. Dennis Ahern and our newest member, Tom Dunn, are investigating ways to exhibit the Town's Civil War memorabilia in the Library. Dennis is also a member of Acton's Genealogy Society. Brewster Conant, who is also a member of the Cemetery Commission, and Frank Joyner are currently involved with re-establishing the practice of reporting the interest earned on the various trust funds maintained by the Town. Brewster and Ann are original incorporators of the Acton Memorial Library Foundation and continue to serve on the board. David Barrat is the liaison to the West Acton Citizen's Library and as associated with a number of town charities.

School/Library Cooperation:

School library cooperation is at the forefront of the Library's agenda. Through the years the school departments have alerted the Library of the various projects assigned to students so that the Library staff can provide relevant materials for their use. During the past year at the request of the schools, the Library began making available a collection of various textbooks used by Acton students who could not access their books when the schools are closed.

Final Word

The Library is a well-used service. Circulation was up by nearly 13% overall as shown below.

	Adult & Young Adult	Childred	Total
FY 2001	149,777	175,239	325,016
FY 2002	174,940 (+16.8%)	191,243 (+9%)	366,183 (+12.6%)

During FY 2002 our holdings grew from 102,844 items to more than 106,400.00 The meeting room and other facilities were used more than 473 times in 2002 primarily by various non-profit organizations and Town departments. There can be no doubt that the Town appreciates its Library and uses its facilities well.

Doubtless the Library like so many other Town departments will have to modify some services in 2004 to meet budgetary constraints. Please be assured that all due consideration has been and will continue to be given, to make alterations that will have the least impact possible on the Library's services to its patrons.

Trustees

David Barrat, President (elected)
Ann Chang, Vice President (corporate)
Thomas Dunn, Clerk (elected)
Dennis Ahern, (corporate)
Brewster Conant, (corporate)
Bob Ferrara, (corporate)
Henry Hogan* (corporate)
Frank Joyner, (elected)
Ray Shamel*, (corporate)

*retired

WEST ACTON CITIZEN'S LIBRARY

During the year 2002 the West Acton Citizen's Library has continued to add new books to its collection and has continued to welcome an impressive number of new patrons. For our youngest patrons, there are new picture books, CDs, board books, books with tapes and videos. For adults, new popular fiction and non-fiction in both regular and large print have been added. The library has continued its program of delivering books to residents who are unable to come in to the library. This year we have added the Inn at Robbins Brook as one of our new delivery points. Volunteer, Shirley Dayton, makes a delivery run every two weeks, often customizing orders for particular titles.

Through gifts from the Library Auxiliary and the Suzi M. Pomeroy Memorial Trust Fund, the library offers passes to the Discovery Museums of Acton, the Orchard House in Concord, Fruitlands Museums in Harvard, and the EcoTarium in Worcester.

In May the Auxiliary held its annual book fair and in October participated in the annual Oktoberfest with its West Acton business neighbors. Oktoberfest and the West Acton Merchants Business Professional Association (WAMBPA) generously donated the funds to increase the library's audio tapes collection.

West Acton Citizens' Library continues to provide children ages 2-5 with the popular "Tot-Time" reading and activities program. Led by Annette Lochrie, the Tot-Time Reading Program fills the Citizens' Library on Monday mornings and afternoons with children eager to enjoy books and story-related songs and crafts.

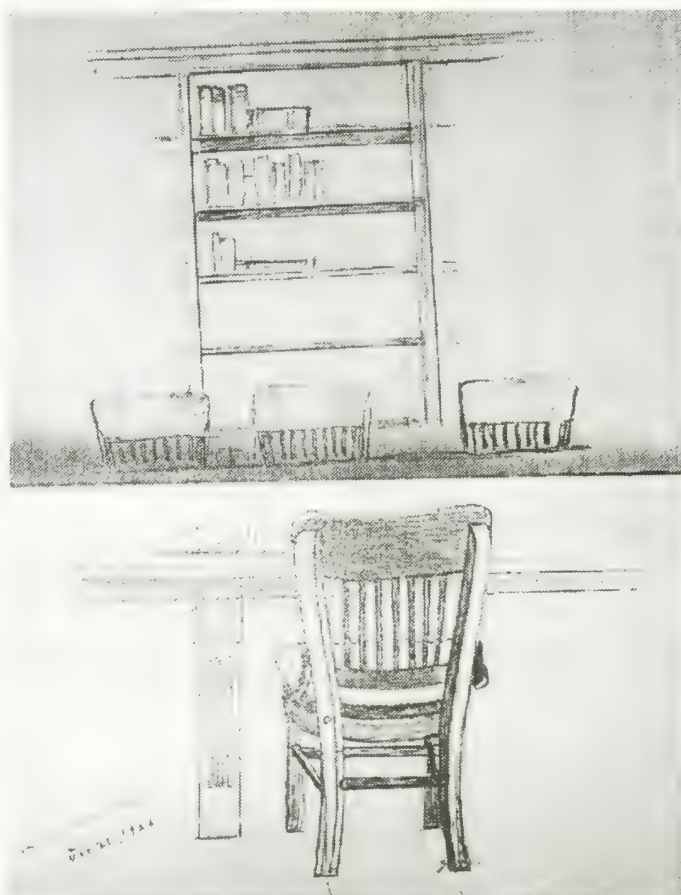
In December, Citizens' Library welcomed Acton resident and former Citizens' librarian Regina Tischler, as the library's new administrator.

The Library continues to be sustained by its volunteers. This year the library welcomed several new volunteers: Lynn Vanderpoel, Sandra Diaz, Shirley Dayton and Marisha Geis. As well as these new volunteers, the library is fortunate to have help from Annette Lochrie who heads-up the Library Auxiliary, and Trudi Carson, Barbara Cowley, Marge Root, Lyril Ahern, Ramika Shah, Jo-Anne Spurr, Diane Bleau, Corinne Merkh, Marge Brody Lemon Lynch and Bob Coan.

As one of the two public libraries in Acton, the West Acton Citizens' Library continues to rely on the support of the Town and from the patronage of the public. In addition we are grateful for support from the Citizens' Library Auxiliary, Friends of the Acton Libraries, WAMBPA, and other private donations. We hope the library is meeting your needs and we welcome your suggestions on how we can better accomplish this.

Trustees

Robert Loomis, Chair
Virginia Rhode, Secretary
Peter Guilmette, Publicity
Roscelie DeQuattro, Director



A 1926 sketch of the High School Library

CULTURAL AND HISTORICAL ACTIVITIES

CULTURAL COUNCIL

The calendar year 2002 brought serious financial challenges to the Acton Boxborough Cultural Council. The Acton Boxborough Cultural Council received about a 62% reduction in the allocation from the Massachusetts Cultural Council because of the devastating budget cuts the State made in the MCC budget. In addition to our ongoing fall grant administrative duties we produced one large community arts event and four smaller performances, hosted a June ABCC awards reception and two MCC workshops during 2002. The Acton Boxborough Cultural Council members are highly dedicated, diversely talented volunteers and enthusiastic, energetic arts advocates for Acton and Boxborough.

The Massachusetts Cultural Council often holds up the ABCC as an example to other arts councils. Credit must be shared with Boxborough's and Acton's Board of Selectmen, their Administrations and taxpayers for their support of the arts! For the 5th consecutive year, Boxborough gave the ABCC \$1000. Acton, for the 6th year, gave the ABCC \$5000 to be used by the ABCC for ongoing arts enrichments. We are extremely grateful and constantly acknowledge their support to everyone. We also support the two Towns provide us with meeting spaces, access to the town copiers and general support from our liaisons, Acton Selectman, Trey Shupert and Boxborough Selectman, Simon Bunyard.

We were again this year, the proud recipients of a nearly \$4000 "in kind donation" of graphic arts design services by Boxborough resident Matt Tyndall of Tyndall Design for our production of Sara Sweet Rabidoux's HOI POLLOI Dance Performance in April 2002.

ABCC continues to be pro-active in our search for alternative funding sources:

- ABCC applied in the fall of 2002 to the Massachusetts Cultural Council – FY '03 Matching Incentive Program.
- The Commonwealth of Massachusetts' drastic budget cuts resulted in the elimination of the MIP for FY '03 and we were unable to leverage our \$6000 from Acton and Boxborough into additional funds for the arts.
- ABCC applied for and was awarded a \$750 grant from NEFA (New England Foundation for the Arts) for our April 6, 2002 Hoi Polloi Performance.

The funding given by both of the towns and the community donations to the AB Cultural Council during 2002 have funded:

- Sarah Sweet Rabidoux – HOI POLLOI Dance performance - Acton April 2002: Family performance at ABRHS was well attended and very well received by about 250 residents from Acton, Boxborough & our neighboring communities. (\$4500)
- Chris Baird Brass Quartet - OktoberFest Acton October 2002 (cost \$600)
- Historical Perspectives – Helen Keller - Boxborough March 2002 (cost \$385)
- Brian Hanlon – Irish Music – Boxborough March 2002 (cost \$400)
- "Yankee Stompers" - Boxborough Grange Fair September 2002 (cost \$200)

The remaining FY '02 and FY '03 Acton Town funds will be used to support our May 2003 "5 O'Clock Shadow" performances at the RJ Grey Junior High School. The remaining FY '03 Boxborough Town funds and some of our ABCC joint funds will be used for an evening of jazz with Semenya McCord in the Fall of '03.

Each fall, the ABCC is required to distribute our annual MCC allocation through a Grant Process.

The Massachusetts FY '02 Budget was not finalized until after the ABCC grant cycle was initiated. We included in our FY '02 Grant Cycle our rollover from previous grant cycles of \$2363.93 and the MCC's FY '02 allocation of \$9860.00 (grant allocation), \$3950 (Matching Incentive), which were announced too late for us to include them into the 2001 Annual Town Reports. For the FY '02 Cycle we withheld 5% of the MCC allocation and 5% of the Matching Incentive money for administrative expenses. For our FY '03 Cycle we rolled over from the previous grant cycle \$665 and did not withhold any of our \$4440 FY '03 MCC Allocation for administrative expenses.

We are including both the FY '02 and FY '03 Grant Awards Lists in this Annual Report.

FY '02 Acton-Boxborough Cultural Council Approved Grants

Acton Community Chorus, Inc.: for a music project.	\$1,500
Acton Memorial Library: for a literature performance in a school.	\$500
Acton Memorial Library: for a visual arts performance.	\$200
Blanchard Memorial School PTF: for a storytelling performance in a school.	\$500
Blanchard Memorial School PTF: for a music residency in a school.	\$500

Boxborough/Acton Family Network: for a multidisciplinary performance.	\$400
Colonial Spirit Sweet Adeline Chorus: for music instruction.	\$1,150
Community Partnership for Children-Acton: for a literature project or activity.	\$700
Luther Conant Elementary School: for a literature performance in a school.	\$700
The Concord Orchestra, Inc.: for a music performance.	\$500
DeCordova Museum and Sculpture Park: for a multidisciplinary fair or festival.	\$250
The Discovery Museums: for a multidisciplinary project or activity.	\$765
Denise Doucette: for a music performance.	\$350
Fitchburg Art Museum: for a multidisciplinary exhibition.	\$150
Fruitlands Museums, Inc.: for a multidisciplinary project.	\$250
Gates School PTO: for a literature residency in a school.	\$800
Richard L. Hamelin: for crafts instruction.	\$375
Hands-On Art Museum: for a visual arts exhibition.	\$300
Harvard Pro Musica: for a music performance.	\$500
Merriam School: for a music performance in a school.	\$675
Merriam School: for a storytelling performance in a school.	\$350
Nashoba Valley Chorale: for a music performance.	\$500
Project Concern: for a dance performance in a school.	\$300
Rebecca Rice: for a community dance performance.	\$1,903
John Root: for a music performance in a school.	\$800
Albert J. Sargent Memorial Library: for a theater performance.	\$330
Albert J. Sargent Memorial Library: for visual arts ticket subsidies.	\$135
Three Apples Storytelling Festival: for a storytelling fair or festival.	\$100
Total Approved Grant Amount for Acton-Boxborough Cultural Council	\$15,483

FY '03 Acton-Boxborough Cultural Council Approved Grants

Many well qualified applicants were turned down due to lack of available funding.

Project Concern, Project Concern @ RJ Grey JHS	\$300
Merriam School, Semenya McCord	\$450
Linda Potter & Susan Williams, Dramatic/Theatrical Workbook	\$500
Douglas & Conant Schools, Ethnotech performance	\$520
Community Partnership/Discovery Museum, Family Literacy Evening	\$350
Acton Community Chorus, Hire Artist instructors	\$200
Discovery Museum/Acton Memorial Library	
City Stage Perf – Free Performance	\$100
Sargent Memorial Library, Roger Tincknell Free Performance	\$400
Community Ballet, Performance	\$500

Friends of Pine Hawk, Purchase display materials	\$500
John O'Neil, Acton/Boxborough & Concord COA Perf	\$600
Gates Schools PASS APPLICATION, 4th grade to Museum Fine Arts	\$300
3 Apples Storytelling Festival, 3 Apples Story Festival	\$75
Fruitlands Museum, Family Days	\$200
Decordova Art Museum, Decordova Art in Park	\$100
Total Approved Grant Amount for Acton-Boxborough Cultural Council	\$5095

We welcome feedback and suggestions from the community through surveys and word of mouth. We will be hosting a community input meeting and grant writing workshop in spring or fall of 2003; however, we encourage your calls at anytime.

The ABCC has come a long way from just administering an annual grant cycle for the Massachusetts Cultural Council. We actively seek alternative funding and are acting as presenters for community arts events. We are a committee of ten members appointed by the selectmen of each community, but functioning as a single entity. Our goal is to increase our effectiveness as Art Advocates by supporting, promoting, organizing and presenting arts and artists in our communities.

The Arts are Essential.

2002 Acton Boxborough Cultural Council Members

Jean Butler, chairperson	Acton
Nancy Caplan	Acton
Michele Holland	Acton
Diane Hoff	Boxborough
Susan Page	Boxborough
Noreen Rowe, secretary	Acton
Mitzi Weil, treasurer	Boxborough

Frann Addison	Acton -- retired 7/1/02
Janet Tyndall	Boxborough -- retired 7/1/02
Susan Wiberg	Acton -- retired 1/1/03

CELEBRATIONS & CEREMONIES COMMITTEE

The year 2002 was another exciting year for Celebrations. We started the year with the Minutemen in their march on April 19, 1775. On Patriot's Day, over 1,000 Boy Scouts and citizens participated by following the Minutemen as they retraced the Isaac Davis Trail to the North Bridge in Concord. This year was not as exciting as last year. During the re-enactment of the Robbin's ride the horse did not throw the rider and run away as it did in the prior year.

The Memorial Day parade was very successful again this year with Minutemen, Girl Scouts, Boy Scouts, Little Leaguers, veterans and bands from the schools marching in the parade. Cpl. Oscar Kress was the Grand Marshall and a large crowd joined in the observance at the end of the parade at West Acton.

Independence Day was again celebrated in NARA Park. A very large crowd attended and was entertained by bands in the afternoon and evening until the fireworks show. The Recreation Department arranged for all of the entertainment and refreshments again this year.

We also had a very successful "Holiday Sing-Along" that was again led by the Colonial Spirits singers. They have been a tremendous help in continuing the tradition started by Ray Shammel.

All of these events were successful due to the efforts of individual volunteers and civic minded groups that pitched in to help us commemorate the heritage and history of our country. The Acton Minutemen continue to take the lead in participating in our celebrations along with the members of the Emergency Management. Both of these volunteer groups deserve a big Thank You from the Town for their contributions.

The Celebrations and Ceremonies Committee needs your help in planning and producing these important celebrations. Acton citizens have been actively involved in shaping the history of our country from the Acton Minutemen in 1775 through those that are currently serving in the Middle East. The acts of terrorism on 9/11/01 demonstrated the need for patriots to protect our freedom. They helped to rekindle a spirit of patriotism, but we need your support to help perpetuate the memory of the contributions and sacrifices they have made for our country. I have had the privilege of filling in as Acting Chair for several years, I am retiring on January 31, 2003. Someone will need to come forward fill this position. Please join the Celebrations and Ceremonies Committee and add your talents to our celebrations.

Charles H. Jones,
Acting Chairman

HISTORIC DISTRICT COMMISSION

After ten years in operation, the Historic District Bylaws were amended at April, 2002 town meeting. The Rules and Regulations were subsequently revised to reflect the changes in the bylaw and to facilitate the application process.

Over 2002, the Historic District Commission reviewed twenty-four applications. Six of these were awarded Certificates of Non-applicability. This means that the work undertaken was outside the jurisdiction of the HDC. One Certificate of Hardship was issued, a rarity. This means that due to unusual and unique circumstances the commission permitted work which otherwise may have been thought inappropriate for the districts. Fourteen of the applications resulted in the issuing of Certificates of Applicability. Of these, six were for reproofing, four were for signs, four were for windows, and one for an addition. The projects in these cases were within the jurisdiction of the commission and were deemed appropriate to their properties and to their districts.

Michaela Morin, Chair
Anne Forbes, Vice Chair
Michele Barabash
Bonnie Giethner
Ken Guditz
Robert McCall
Tom Peterman

HISTORICAL COMMISSION

The objective of the Historical Commission is to protect and preserve the Town's historic character and assets, be they buildings, open spaces, landscapes, or historic districts. The Commission maintains the Cultural Resource List of significant structures in Town, and reviews proposed plans regarding these structures in conjunction with the Building Department. The Commission can be a design resource to property owners who are remodeling older properties. The Commission also reviews and comments on proposed subdivisions with regards to (loss of) stone walls, cart paths, old quarries, or other historic elements of the landscape. During the review process, the group frequently walks the land to identify and document culturally significant resources. The Commission works in conjunction with the Historic District Commission, with jurisdiction being everything outside of the three Historic Districts in town.

During 2002, the commission has been active in review and comment of the Community Preservation Act, as part of the Selectmen's subcommittee as well as with other public education efforts. The commission is working with various groups to finalize the effort to preserve the Towne School Building, and to list the building on the National Register of Historic Places. The Commission is working to update the Cultural Resource list to 1950, which will be an ongoing task. The Commission has been involved with a number of redevelopment plans for historic structures in town. These include the historic mill buildings at 50 Powdermill Road and the Arthur Rayner stationmaster's house at 107 Great Road. The Commission has reviewed and commented on the Robbins Mill development on Carlisle Road throughout its review process. The Hosmer House, home of the Historical Society, has been officially added to the Nation Register of Historic Places, and The Robbins House across from Staples on Great Road has been submitted to the State for acceptance.

The Historical Commission seeks to protect and preserve the character of this 266 year-old town during a period of unprecedented growth.

- Members:
- John Benkert
 - Victoria Beyer
 - Robert Coan
 - Anita Dodson
 - William Klauer
 - Peter Grover, Chair



Acton Center

COMMUNITY DEVELOPMENT

FENCE VIEWER

The duties of the fence viewer are contained in Massachusetts General Laws, Chapter 49, Section 1-20, inclusive. This law pertains to the need for partition fences on property lines of adjoining improved parcels of land used for agricultural purposes (primarily the keeping of livestock). The appointed fence viewer for the Town reports no activity in such partition fences for the year 2002.

Although the Fence Viewer is now an archaic position, several general questions concerning fences are answered each year. Residents should keep the following facts in mind when planning to erect a fence:

1. Section 5.3.1 of the Town's Zoning Bylaw limits the height of walls and fences in yard setback areas to no more than eight feet.
2. Massachusetts General Law, Chapter 49, Section 21, determines when certain fences may be deemed a private nuisance and should be consulted when there is a question concerning a spite fence.
3. Section E39 of the Town Bylaws provides that when erecting a fence fronting on a public way the fence should not encroach within the public right of way without a written license from the Board of Selectmen. Assistance in determining the location of this right-of-way line is generally available from the Acton Engineering Department.
4. The installation of a fence does not normally require a building permit; however, erecting a fence in a Local Historic District (Acton Centre, South and West Villages) will usually require a Certificate of Appropriateness from the Acton Historic District Commission.

I can be reached during the day at 264-9628, or e-mail at dabbt@town.acton.ma.us

David F. Abbt. P.L.S.
Fence Viewer

ECONOMIC DEVELOPMENT COMMITTEE

The Board of Selectmen established the Economic Development Committee (EDC) to advise the Selectmen on matters pertaining to Acton improving its economic well being. The EDC consists of up to eleven Acton residents or business owners representing various groups interested in enhancing Acton's economic development in accordance with the 1998 Master Plan Update. The committee is comprised of two representatives from the Board of Selectmen, two Planning Board representatives, one Finance Committee representative, two representatives from the Chamber of Commerce, and four at large members. The stated objectives are:

- Promote current and new commercial development within the context of the Master Plan.
- Increase the commercial tax base to reduce the tax burden on residential taxpayers.
- Support commercial and industrial growth that will fit in Acton and contribute to the community's quality of life and Fiscal Stability.
- Support the concept of village and business districts by encouraging businesses of appropriate scale that will contribute to a mix of activities.

In 2002, the EDC published an informational brochure highlighting the benefits of locating businesses in Acton. "Acton, Massachusetts — A Rich Past, with a Prosperous Future" is now available at Town Hall and local estate brokers.

The EDC focused most of 2002 on planning for the implementation of the Economic Development and Industrial Corporation (EDIC). The EDIC would be charged to encourage economic development in accordance with a Town approved Economic Development Plan. At the 2000 Annual Town Meeting, residents passed an article to petition the State Legislature to allow the Town to form an Economic Development and Industrial Corporation. On November 17, 2001, the Governor signed Chapter 135 of the Acts of 2001 that granted the petition. The next step for Acton is to accept the Legislation at Town Meeting, which will be on the April 2003 Annual Town Meeting Warrant. The EDC had extensive discussions about the role and function of an Economic Development and Industrial Corporation, and how it could best serve the citizens of Acton. The EDC initially planned to present the Economic Development and Industrial Corporation together with the Economic Development Plan for acceptance at the same time. However, the required legal process is to first accept the legislation, appoint the Corporation's Board of Directors, and then gain Town Meeting approval of the Economic Development Plan.

In 2003 the EDC will continue its work on the framework of the Economic Development and Industrial Corporation, and make recommendations to the Selectmen on the appointment of its Directors. The EDC will assist in any capacity requested to help the new Economic Development and Industrial Corporation accomplish the next process step, which is to draft an Economic Development Plan for Town Meeting approval. Once the plan is accepted, the Economic Development and Industrial Corporation could develop available parcels in accordance with the town's wishes, rather than leaving them to market forces.

The EDC works with the Planning Board on any proposed non-residential zoning changes. This may include reopening discussions on "Mixed Use Development" options. We will be working with the Outdoor Lighting Advisory Committee on the proposed Outdoor Lighting Bylaw.

The EDC meets at Town Hall in public session generally on the third Thursday of the month.

Respectfully submitted,

Rheta A. Roeber,
Chairman and Fincom Rep.
Wayne Friedrichs, Vice Chairman
Ken Sghia-Hughes, Planning Board Rep.
Jonathan Avery, Chamber Rep.
William A. Lawrence, Chamber Rep.
Walter Foster, BOS Rep.
Ann Chang, Member
Pamela Harding-Barrat, BOS Rep.
Philip Janus, Member
Josh Chernin, Associate Member
Herman Kabakoff, Member
Hart Millett, Planning Board Rep.
Roland Bartl, Town Planner (staff)

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council (MAPC) is the regional planning agency for the 101 cities and towns in the metropolitan Boston area. Created by an act of the Legislature in 1963, it serves as a forum for state and local officials, as well as a broad range of other public and private interest groups, to address issues of regional importance. Council membership consists of municipal government representatives, gubernatorial appointees, and city and state agencies.

As one of fourteen members of the Metropolitan Planning Organization (MPO), MAPC shares oversight responsibility for the region's federally funded transportation program. MAPC is also the federally designated economic development district for the region, responsible for creating an annual economic development plan.

The Council provides technical assistance and professional resources in land use, the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy, and inter-local partnerships that strengthen the efficient and effective operation of local governments. MAPC has a state-of-the-art Geographic Information Systems (GIS) Laboratory and a highly respected Metro Data Center.

Funding comes from municipal, state, federal, and private grants and contracts and a per capita assessment on member communities.

MAPC staffs and supports eight sub-regional councils whose members, appointed by chief elected officials and planning boards, work together to address issues of mutual concern. This community is a member of the Minuteman Advisory Group on Interlocal Coordination (MAGIC). This year MAGIC has sponsored major events on housing and economic development; launched efforts to improve service on the Fitchburg Commuter Rail Line; held two legislative breakfasts; provided input into transportation planning and funding documents; reviewed developments of regional impact; and, with MAPC staff expertise, provided intensive training to local staff and boards in how to use Geographic Information Systems (GIS).

In a variety of other ways, MAPC provides leadership and services that respond to regional challenges and demands. These include:

- Facilitating the MPO Working Group that is developing criteria to prioritize transportation projects funded through the Transportation Improvement Program (TIP). MAPC has met with communities in each sub-region to develop these criteria.

- Crafting, with allied organizations, recommendations to establish a statewide Community Roads Program, which would simplify the design process for particular types of roads to preserve community character. The program allows certain improvements to proceed without lengthy design waiver processes or adherence to AASHTO design criteria.
- Publishing Decade of Change, a report that uses new 2000 Census data and other sources to highlight growth trends in the region during the 1990's, and a companion volume of Community Profiles for each city and town;
- Providing build-out analyses to all 101 municipalities to enable them to understand impacts of potential growth and take steps to manage it;
- Reviewing and commenting on key state legislation and regulations that affect communities, such as amendments to Title 5, which regulates septic systems;
- Joining with other regional agencies to facilitate "Vision 2020," a long-range planning process for Southeastern Massachusetts;
- Participating in the establishment and management of the I-495 initiative, a public-private forum that is examining growth impacts along the I-495 corridor;
- Partnering with others in a US Department of Labor funded Welfare-to-Work project that focuses on transportation barriers faced by low-income communities;
- Establishing Regional Services Consortia that help municipal managers to improve regional communication, information exchange, resource sharing, and collaborative action, including the collective purchasing of supplies and services;
- Facilitating the establishment of the Metropolitan Mayors' Coalition, comprising Boston and nine surrounding cities, to work on common issues, including health care costs, emergency preparedness, group purchasing;
- Assisting communities in visioning and designing scopes for Executive Order 418 Community Development Plans;
- Informing communities about the new Pictometry Imagery Technology and acting as regional distributor for such imagery; and

- Conducting a multi-year regional visioning exercise that includes broad-based participation from all sectors of the region (see below).

The Regional Visioning Project: Developing a Regional Growth Strategy for Metro Boston

In one of the most exciting developments in the last year, MAPC launched a new civic process to create an updated Regional Growth Strategy for metropolitan Boston. MAPC is working with city and town governments and various other stakeholders to create a vision and strategy that puts the region on a sustainable path in terms of land use, economic, environmental, and social issues.

The initiative was launched at a Boston College Citizens Seminar of May 2002. More than 400 people from a wide range of local and regional groups attended, and many have remained involved through the Process Design Team. That team, with more than 150 stakeholders from various fields of expertise, has been meeting to develop a design for the regional vision and growth strategy.

We will continue to look for leaders in our 101 city-and-town region who would like to get involved and/or lend their support for this regional effort. Please contact MAPC if you would like to become involved in this process.

MAPC welcomes Marc Draisén as the new MAPC Executive Director

In October, MAPC was pleased to welcome Marc Draisén as its new Executive Director. Marc has a diverse background, including service as a State Representative and most recently as Executive Director of the Massachusetts Association of Community Development Corporations. He is an expert in housing issues, economic development, legislative process, and regional collaboration.

Pat Halm,
Acton's Representative

PLANNING DEPARTMENT

The Planning Department has Roland Bartl as Town Planner; Kristin Alexander as Assistant Planner; and Karen Switzer-Neff as Secretary. The Department's principal function is the support of all Planning Board functions and activities. Department staff also assists other boards and committees. In 2002, the Planning Department worked with the Economic Development Committee, East Acton Village Planning Committee, Outdoor Lighting Advisory Committee, and the Planned Conservation Residential Community Study Group. All duties are carried out under the direction of the Town Manager.

Day to day operations include managing the regulatory process for development proposals before the Planning Board. This involves meeting with neighbors and developers, coordinating project reviews, scheduling public hearings, drafting decisions, and managing performance guarantees for the completion of approved projects.

- Planning Board
- Members of the Planning Board are Selectmen appointees. The Board has seven regular members and two associates:
- Ken Sghia-Hughes, Chairman
 - Lauren S. Rosenzweig, Vice-Chairman
 - Patrick E. Halm, Past Chairman
 - Hartley E. Millett
 - Gregory E. Niemyski
 - Edwin F. Pearson, Clerk
 - Christopher R. Schaffner
 - Mobina F. Mohsin, Associate
 - James B. Eldridge, Associate

Planning Board meetings are open to the public, usually at 7:30 PM at the Memorial Library on the second and fourth Tuesday of each month.

Development Activity

The Planning Board reviews and decides on subdivisions of land under the parameters of the Subdivision Control Law (MGL Ch. 41, S. 81K-GG) and serves as a special permit granting authority under the Zoning Act (MGL Ch. 40A) and the Acton Zoning Bylaw. The Planning Board strives to protect the health, safety, and welfare of Acton's residents, and to preserve the integrity of Acton's character. The Board issued seven special permits (three commercial signs, two planned conservation residential communities, a wireless communications tower, and a golf course in a residential district). One special permit application was denied. The Planning Board approved one preliminary and three definitive subdivisions, and denied one preliminary plan application. In addition, 14 ANR Plans (Approval Not Required in Subdivision Control Law) were signed. Overall, the Board approved 103 new residential lots. The table below shows a seven-year history of approved new residential lots

Year	Residential Lots Approved
1996	66
1997	35
1998	68
1999	76
2000	33
2001	15
2002	103*

*Includes Robbins Mill PCRC (90 lots)

Zoning

The Acton Zoning Bylaw is the regulatory blueprint that affects the future use and development of land in Acton. It is the intent of the Planning Board that the Zoning Bylaw and any changes to it are generally consistent with the Master Plan. Upon the recommendation of the Planning Board, the 2002 Annual Town Meeting adopted a definition for two-family dwellings and defined conditions for the expansion of nonconforming two- and multi-family dwellings. In addition, Town meeting deleted the PUD (Planned Unit Development) option from the Zoning Bylaw and approved a zoning change from ARC (Agriculture Recreation Conservation) to R-10/8 (Residence 10/8) of a Town-owned parcel that is slated for transfer to the proposed Quail Ridge Country Club and golf course.

East Acton Village Planning Committee

In 2000, the East Acton Village Planning Committee was appointed to generate a plan for the East Acton Village area. Committee members are residents and business owners from East Acton and other parts of Town. As of January 2003, the Committee had conducted two surveys and public workshops, retained a consultant to analyze traffic conditions, and developed draft goals, objectives, and strategies. The Committee anticipates that the plan will be completed in late 2003.

During the planning process, the Committee saw potential in Ellsworth Junction: Two small parcels of Town-owned land at the intersection of Great Road and Concord Road (adjacent to Ice House Pond) in East Acton. The Committee investigated options for landscaping improvements to the area. The State of Massachusetts awarded a Design Services Grant, which brought in The Cecil Group (a Boston planning and design firm) to provide the landscaping design services. The Cecil Group presented a draft landscaping plan for Ellsworth Junction to the Committee in December 2002. The Committee expects that the final landscape plan will be completed in early 2003.

Committee meetings are generally every second and fourth Wednesday of each month in Town Hall. Kristin Alexander provides primary staff support. Committee members are:

Ken Sghia-Hughes, Chairman, Planning Board
Carol Holley, Clerk
Dave Brown
Betsy Comstock
Stacey Durkin
Susan Kennedy
Tom McLaughlin
Susan Mitchell-Hardt
Edwin Pearson, Planning Board
Steve Steinberg
Micki Williams
Art Wu, Transportation Advisory Committee

Economic Development Committee

The Economic Development Committee (EDC) advises the Board of Selectmen on matters pertaining to improving Acton's economic well being. Planning for the Economic Development and Industrial Corporation (EDIC) remained the major focus of work. See the Economic Development Committee's report for details.

Outdoor Lighting Advisory Committee

The Board of Selectmen established the Outdoor Lighting Committee (OLAC) in 2001 to study ways by which to reduce glare, light trespass, sky glow, and energy use. OLAC has spent the year studying the technical aspects of outdoor lighting, street lights, commercial and municipal outdoor lighting installation, and related efforts of other communities across the country. In the fall of 2002, the Committee distributed for comment a first draft of a proposed Outdoor Lighting Control Bylaw. Many comments were received. They will be studied carefully. Work on the proposed bylaw and public education and outreach will be the tasks for 2003. OLAC hopes to present an Outdoor Lighting Control Bylaw at the 2004 Annual Town Meeting. The Committee meets the second and fourth Wednesday of each month in Town Hall. Roland Bartl provides primary staff support. OLAC members are:

Bernard Kosicki, Chairman
Martin Graetz
Gary Green
Steven J. Feinstein
Terry Kennaugh
Hartley E. Millett, Planning Board

PCRC Study Group

Appointed by the Board of Selectmen to study ways of improving the performance of Acton's PCRC (Planned Conservation Residential Community) zoning provision. PCRC is a residential development option that allows the grouping of new homes in a portion of a development tract, while leaving the larger portion of the tract as open space or recreation land. The Group will be making recommendations for changes to the Planning Board. The Group has met on an as-needed basis. Members are:

William (Trey) Shupert, Chairman, Selectman
Peter K. Ashton, Selectman
Roland Bartl, Town Planner
Michael Eder
Wayne Friedrichs
Charlie Kadlec
Mobina F. Mohsin, Planning Board
Ken Sghia-Hughes, Planning Board

Special Projects

Bicycle Lockers Karen Switzer-Neff oversees the bicycle locker rentals at the South Acton train station. She reported year-round full occupancy of all lockers. The Planning Department has received a \$27,877 funding commitment from the State's Transportation Demand Management Program for an expansion of the bike locker facility. Hopefully, the expanded facility will become available to new users during 2003.

Assabet River Rail Trail The Assabet River Rail Trail (ARRT) is a 12.5 mile bicycle and pedestrian trail under development from Marlborough Center through Hudson, Stow, and Maynard to the South Acton train station. In 2001, the ARRT communities formed a Steering Committee with Roland Bartl as Acton's representative. The Steering Committee had issued a 6-year Implementation Plan for the completion of the trail. Progress on the acquisition of the Acton ARRT segment has not progressed as was hoped. Negotiations with the two landowners, the MBTA and one private owner, have been difficult and unproductive to date due to lengthy delays and frequent change in position on their part. This will take more time. ARRT, Inc. (www.arrtinc.org) is a regional non-profit group that supports and advocates for the trail.

Respectfully submitted,

Roland Bartl, AICP
Town Planner

RECREATION DEPARTMENT

The Acton Recreation Department continues to experience vast growth in its programs and responsibilities. Special event planning, field maintenance improvements, and new programming top the list for the year 2002.

The winter of 2002 left much to be desired in terms of snow fall in time for the annual February Winterfest celebration. Due to poor ice conditions and the lack of sledding snow Winterfest saw minimal attendance on February 9.

The spring of 2002 came early in Acton and leagues, programs and park users all had the opportunity to get outside and recreate early in April. An early 90-degree day in April brought beach users out by the hundreds. The spring allowed the recreation grounds crew the opportunity to construct an inter-generational garden at the park as well as complete construction of the sidewalk behind the beach, with the help of the highway department.

By the end of the spring, beach users all had access to the water due to the installation of a wheelchair friendly path to the water and a water wheelchair. In 2003 beach users will have the opportunity to take advantage of our new dock system, designed specifically to bring boat access to everyone.

NARA Park continues to be transformed through yearly landscaping including this summer the addition of potted plants, new trees and a butterfly garden around the bathhouse. In the fall of 2002 a new patio deck was built by the bathhouse to provide additional seating and sunbathing areas. Turf maintenance continues to be an issue at NARA and the spring of 2003 should see the improvement and regarding of the 11 v 11-soccer area of the upper field.

The citizens of Acton once again had the opportunity to participant in the free summer concert series. Attendance at the concerts rose sharply this summer with anywhere from 150 - 500 people in attendance every Thursday night. In addition over 12,000 people attended the annual July 4th celebration in 90 degree plus heat.

The NARA Youth Summer Program had another great summer, selling out six of the nine weeks offered. The program expanded this summer offering the same quality to 4 and 5 year olds with half-day camp options. The summer of 2003 will see the addition of a full day program for this age group, as well as expanded swim lesson classes at NARA Park.

Acton Day, September 21, was a great success, proving that yes in fact this event could be completely self-funded. The hard work of the Acton Day Committee contributed to fun-filled events for every member of the family, including a fishing derby at NARA pond. In addition the community of Acton gathered together and attempted to make the worlds largest human flag, and flag waving for the "Guinness Book of World Records."

In the winter of 2002-2003 the Acton Recreation Department introduced some new classes centering on snowshoeing and outdoor based winter recreation programs. As of early January 2003 these programs seem to be taking off in a positive direction. The winter of 2003-2004 will see the expansion of these winter programs.

The outlook for 2003 is positive for the Acton Recreation Department. Despite looming budget cuts, the recreation department will be offering new programs and expanding options for existing programs. Improvements in NARA Park, playgrounds, and ball fields will continue on a funds availability basis.

Finally, a big word of thanks to all the 250+ volunteers that have given up their time this year to assist us at a special event, taught a class, or brought us new ideas. Without volunteers this recreation department would not function as smoothly as it currently does.

Thank you also to the Acton Recreation Commission for their continued enthusiasm and dedication to providing better recreational opportunities to the residents of Acton. Additional thanks go out to the youth sport programs that have dedicated labor and money to improve all fields in town, with minimal cost to the Acton taxpayers. Finally, thank you to the Acton Highway Municipal Properties and Cemetery Crew for their continued support of the Acton Recreation Department.

Two thousand-three will prove to be a dynamic and multi-faceted year for the Acton Recreation Department with opportunities abound for Acton residents.

- Acton Recreation Commission
- Dr. Greg Catalano — Chairman
- Dr. Michael McQueen — Vice Chairman
- Bob Cadogan
- Alison Gallagher
- Laura Sikalis
- Thomas Tidman — Natural Resources Director
- Nancy McShea — Recreation Director
- Sheryl Ball — Recreation Secretary

TAXATION AID COMMITTEE

The Senior and Disabled Tax Aid Committee (STAC) solicited funds to the voluntary tax relief fund that the town established several years ago. This fund is designed to assist seniors and the disabled in need of property tax relief. Last year, the fund received \$9,900 in contributions from citizens in the town. STAC also reviewed the application from 20 individuals, many of whom qualified for other forms of relief including Clause 18 abatements. These reviews are performed in private and complete confidence is maintained. The Committee disbursed the entire amount of available funds to various needy individuals. Currently the Committee is working to again replenish the fund so that monies will be available again this year.

In addition, other forms of tax relief are available for seniors and veterans. For example, the work program continues to attract a full complement of volunteers who donate their time in jobs for the Police Department, various Departments in Town Hall and the Memorial Library in return for up to \$500 towards property tax relief. The Assessors continue their outreach to seniors and others to inform them of other programs available under the law that provides some modicum of tax relief. The town has enacted all available legislation that provides tax relief to seniors and this Committee continues to work to lobby for additional assistance from the state.

James Kotanchik
Peter Ashton
Carol Mahoney
Nancy Gerhardt
John Murray

TRANSPORTATION ADVISORY COMMITTEE

The Transportation Advisory Committee was re-established in 1998 to assist in the coordination of local transportation planning efforts, and to make recommendations to the Board of Selectmen and Planning Board regarding transportation issues affecting the community and surrounding region. Our activities in the Year 2002 involved a wide range of transportation issues reflecting changes in the community and opportunities to improve transportation services. These activities included the following:

- Review of alternative concept plans for proposed reconstruction of the Route 2/Concord Rotary and participation on the Route 2 Corridor Advisory Committee (CAC)
- Input to the East Acton Village Transportation Study
- Review of Brookside Shops Draft Environmental Impact Reports and submission of comments to the Massachusetts Environmental Policy Act (MEPA) office
- Review of Quail Ridge FEIR and review of the Quail Ridge Site Plan and Special Permit Application for the kennel facility

In addition, several ongoing activities include:

- Reviewing site plans for transportation impacts resulting from new development
- Liaison to various town and regional committees
- Monitoring of rail trail planning and development activities (Assabet River Rail Trail and Bruce Freeman Rail Trail)

The TAC is looking forward to a busy year in 2003. We expect our activities will involve further review of design options for the Route 2 Rotary reconstruction and participation in ongoing discussions about future development and its implications for the character of Acton. We continue to believe that our town's transportation system should reflect its rural character while accommodating future local and regional growth. The TAC meets the second Tuesday of the month and interested citizens are invited to attend our meetings.

Edward Gardiner
Ko Ishikura
Samuel Lawton
Renee Robins
Ann Sussman
Mary Utt
Arthur Wu

THE LOWELL REGIONAL TRANSIT AUTHORITY

The Lowell Regional Transit Authority (LRTA) is one of fifteen regional transit authorities established by the Commonwealth of Massachusetts in 1974 dedicated to the mission of increasing the use of mass transit on a regional basis. Headquartered at the Charles A. Gallagher Intermodal Transportation Center in Lowell, the LRTA provided nearly 1.7 million passenger trips on their fixed route bus service in nine cities and towns in fiscal year 2002. Additionally, the mobility of elderly and disabled citizens is enhanced through the Council's on Aging and the LRTA Road Runner program providing approximately 104,000 passenger trips in fiscal year 2002. The LRTA serves an area of over 300,000 population with an operating budget of more than \$6 million annually.

Working with the Acton Council on Aging (CoA), the LRTA provides both Road Runner and Council on Aging van service. Town residents aged 60 years and older, or those who are disabled may avail themselves of van services that run five days per week. The LRTA provides curb-to-curb transportation service in Acton and surrounding towns on a 24 hour advance registration basis. All vehicles are fully accessible and wheelchair lift-equipped.

Many trip purposes can be accommodated: shopping, medical appointments, visits to the CES Day Care Center, Senior Center activities, social and recreational. The fare schedule is \$1.00 one-way within town, and \$1.50 one-way to Concord and Maynard. Road Runner service may be arranged by calling 1-800-589-5782 or 978-459-0152 and Acton CoA Van information is available at 264-9651.

The combined ridership in Fiscal Year 2002 was 8,458 passengers. Road Runner provided 3,638 trips, while the CoA Van accomplished 4,820 trips during FY 2002. Since February 1994, the Acton CoA, through the LRTA, has had the use of a 16 passenger, air condition, lift-equipped 1994 Ford EMC van. In October 1999, the LRTA provided an 11 passenger 1997 Dodge Maxivan as a replacement for the aging 1994 vehicle. The new Dodge Maxivan does not require a commercial drivers license and is therefore, more easily staffed. The LRTA Road Runner operates an 11 passenger 1995 Dodge Maxivan within the Town of Acton. New vehicles are acquired through the Commonwealths Mobility Assistance Program, which provides 80% of the cost of the new vehicle, while the Federal Transit Administration provides the remaining 20% matching share.

Respectfully submitted

Don Herskovitz
LRTA Advisory Board



Cornstalks in a field.

PUBLIC WORKS AND ENVIRONMENT

BOARD OF APPEALS

The Board heard requests for two Variances, of which one was denied and one withdrawn. There were 6 Special Permit requests of which six were granted. Of the 1 request for a Petition for Review, the Board upheld the Building Commissioner's decision. There were three requests for a Flood Plain Special Permit of which all three were granted. There was one request for a Comprehensive Permit that was granted and one amendment to a Comprehensive Permit that was granted.

David Black, Clerk
Kenneth Kozik
Jon Wagner, Chair
Richard Fallon, Alternate
William Sawyer, Alternate
Cara Voutselas, Alternate

BUILDING DEPARTMENT

New single-family dwelling permits decreased slightly and residential additions and alterations increased. There were 40 new sign licenses, 15 sign renewals and 12 special event sign licenses for businesses issued in 2002. As part of the Board of Selectmen policy, 31 banner permits and 11 permits for temporary A-frames for non-profit organizations were issued.

The figures for the year ending December 31, 2002 are as follows:

New Residential	42	\$7,055,500
Residential Addition & Alterations	417	\$9,920,666
*New Commercial Construction	17	\$1,081,500
Commercial Alterations	67	\$52,083,231
Demolition	18	\$182,300
Totals	551	\$70,343,747

Gary Rhodes, Commissioner

CEMETERY COMMISSION

The Commissioners meet at 2:00 p.m. the second Wednesday of each month, in the Kennedy Service Building, located on the grounds of Woodlawn Cemetery. This is also where the cemetery office is located. Office hours are 9:00 a.m. - 3:30 p.m., Monday through Friday. We are here to serve you and welcome your inquiries and/or comments either through a visit to the office or a phone call to: 978-264-9644.

The Cemetery Commission is responsible for expenditures from the various cemetery trust funds, and oversees the operation and care of the three Town-owned cemeteries: Woodlawn, est. 1738, Concord Rd., Acton Center; Forest, est. 1750, Carlisle Rd., North Acton; and Mount Hope, est. 1848, Central St., West Acton.

The duties of the personnel of the Department of Natural Resources, Cemeteries, and Recreation include maintaining over 43 developed acres in the cemeteries, routine maintenance and major projects on over 1,500 acres of Conservation properties, as well as routine maintenance and major projects on the 64 acres of recreation areas. At the cemeteries, the maintenance crew constructs all monument foundations, sets flush markers, prepares and plants endowed flower beds, plants trees and shrubs, prepares for, and assists, at interments, and maintains their equipment on a year-round basis. Prior to Memorial Day, a potted geranium and an American flag, both supplied by the Public Ceremonies and Celebrations Committee, are placed at the grave of every known veteran. In addition, the Crew Chief and Secretary assist in the selection and purchase of lots, assist Funeral Directors help visitors locate gravesites, and answer inquiries about rules and regulations. They also schedule memorial/funeral services and wedding rehearsals/ceremonies at the Woodlawn Memorial Chapel, maintain the lot and interment records, and do their own billing and receiving.

WOODLAWN MEMORIAL CHAPEL

The Chapel was used for six funeral or memorial services, three wedding ceremonies and their related rehearsals, and one Christening. This beautiful Chapel was donated to the residents of Acton. Please accept our invitation to view the interior by calling 978-264-9644 to arrange a time.

THE CEMETERIES

In the calendar year 2002, there were seventy-five interments. Of these, thirty-eight were non-resident burials, nineteen were United States veterans.

We regret to report that no further progress has been made on the storage building at Woodlawn. We are still researching affordable alternatives for this much needed facility.

After cleaning up debris shed by the trees during winter and spring storms, and sand from the roadways, the crew proceeded with Memorial Day preparations. Fertilizer and lime were applied and areas were over-seeded as needed at both Woodlawn and Mount Hope Cemeteries. We continued the ongoing programs of pruning deadwood from the trees, and, in August, trimmed all shrubs at both Woodlawn and Mount Hope Cemeteries. We were also able to pressure wash monuments at Woodlawn Cemetery.

Despite our efforts both spring and fall, the turf damage caused by the European Chafer grub is spreading. Unfortunately, the animals and birds that are tearing up the damaged turf in their search for grubs to eat, are adding to the unsightliness of these areas. Please bear with us if your lot is located in or near one of these areas. At the appropriate time next spring, we will again apply grub control and reseed these areas.

With materials supplied by the Recreation Department, the maintenance crew constructed two skating rinks at the Woodlawn Cemetery field on Concord Road. These rinks are very popular. In order to obtain ice of a thickness that will support skaters, we cannot lay the plastic liners and fill the rinks until the ground beneath freezes solidly. While waiting for the water to freeze sufficiently, we post the "no skating" signs. It is during this period that damage to the liner occurs due to dogs walking in the water, or people testing the ice by poking their hockey sticks or skate blades through it.

In calendar year 2002, the sum of \$77,843.80 was paid to the Town Treasurer to be deposited as follows:

General Fund	\$33,775.80
Cemetery Land Fund	7,155.00
Perpetual Care Fund	36,913.00

We were saddened by the loss of our friend and fellow commissioner, Donald J. MacLennan, who passed away suddenly on December 13, 2002. Don joined the Commission when he was appointed to fill the last two years of the term vacated by Walter E. C. George in 1996. He went on to be appointed to two additional three-year terms. Many of you remember Don taking his daily walk in Woodlawn Cemetery, his ready wit, his timely anecdotes.

In closing, we would like to thank the members of the team that works so diligently to keep your cemeteries in the best possible condition: Tom Tidman, Director of Natural Resources, Cemeteries and Recreation; David Lee, Crew Chief; Nancy Howell, Secretary; Maintenance Men Shawn O'Malley, Michael Jackson, Steve Capone, and Tom Bailey; seasonal workers John Baker, Dane Czajkowski, Kevin Francis, Christopher Kaster; and part-time maintenance man Pete Jackson. Their tireless efforts are reflected in the appearance of the cemeteries, recreation areas and conservation areas. We also wish to acknowledge the assistance we received from the Highway Department, the Department of Municipal Properties, and the Water District.

Stanley T. Wray Jr., Chairman
Brewster Conant, Secretary

COMMUNITY PRESERVATION COMMITTEE

The Board of Selectmen appointed nine members to the Community Preservation Committee in January 2003. The Committee was created after Acton's voters adopted the Community Preservation Act (CPA) through affirmative votes at both the Spring 2002 Town Meeting and the Fall 2002 general election. The CPA adopts a 1.5% surcharge to Acton's property tax bills, with the collected funds dedicated to acquiring and preserving open space, historic properties, community housing stock and recreational resources.

There are two exemptions to the surcharge. The first lowers the surcharge amount by exempting \$100,000 of the assessed value of all properties. The second exempts low-income families and low- or moderate-income seniors, as defined on the CPA, from paying the surcharge. Acton will collect approximately \$478,000 this fiscal year

(FY 03) in CPA funds, which will be matched 100% by state funds in the fall. The state funds are not appropriations by the legislature but are collected through an increased fee on registry of deeds filings and are dedicated solely for use by towns adopting the CPA.

The Community Preservation Committee is charged with studying the needs, possibilities and resources of Acton regarding community preservation. Following a process of consulting with Town boards and soliciting community input through public hearings, the Committee will make recommendations to Town Meeting for funding projects meeting the four purposes authorized by the CPA. Those purposes are:

- 1) acquiring, creating and preserving open space;
- 2) acquiring and preserving historic resources;
- 3) acquiring, creating and preserving land for recreational use;
- 4) creating, preserving and supporting community housing.

The Committee acts as the trustee of CPA funds for the community. Acton has a great opportunity to benefit the Town's long term interests by identifying appropriate uses for these local funds, matched by a state grant, which are not encumbered by the usual state or federal restrictions. Over the spring and summer, the Committee will be setting priorities for funding projects and preparing a report of the Committee's findings. The Committee's goal is to complete its study and present its report at the next scheduled Town Meeting (Fall 2003 or Spring 2004), with possible recommendations for funding priority projects.

The Committee's public hearings will provide a forum for all Acton residents to help establish priorities for funding open space, recreation, historic resource and affordable housing proposals. Town Meeting will then vote on the best use of Community Preservation Act funds to preserve and enhance the town's character and quality of life.

Peter Berry, Chair -at-large
Catherine Coleman - Vice-chair - at-large
Walter Foster - Board of Selectmen
Andrew Magee - Conservation Commission
Peter Grover - Historic Commission
Christopher Schaffner - Planning Board
Alison E. Gallagher - Recreation Committee
Joseph M. Nagle - Acton Housing Authority
Susan Mitchell-Hardt - at-large
Wayne Klockner - associate member
Mimi Herington - associate member

ENGINEERING DEPARTMENT

The Engineering Department provides the various Town boards, committees and departments with civil engineering and land surveying expertise. The Department also designs public works type projects and obtains the necessary permits and approvals for them, as well as providing supervision of the construction process. Development proposals submitted to the Planning Board are evaluated for compliance with their rules and regulations and good engineering practice. Subdivision road construction is inspected for compliance with these plans. We also update the Town Atlas Maps and associated files for the Assessors.

The Engineering Department staff currently consists of David F. Abbt, P.L.S., Engineering Administrator (38 years); Corey S. York, Engineering Assistant III (8 years), and Karen Switzer-Neff, part-time Secretary (7 years). Eric K. Durling, P.E. is retained on an "as-needed" basis to provide professional engineering review of minor departmental projects.

The survey and design of new sidewalks on Town roads is a continuing project for the Department. We completed the plan of the new sidewalk on Concord Road from Nagog Hill Road to the Town Common. Construction of sidewalks on Concord Road began several years ago and this will be the last section to be built. The Public Shade Tree Removal and Scenic Road Hearing have both been concluded successfully. Construction is scheduled for the summer of 2003. We also did the survey and design for an extension of the sidewalk on Minot Avenue as far as the Conant School. During the year we typically receive several calls from residents requesting sidewalks on busy streets in their neighborhoods. On the older streets in Town sidewalks are not easy to build. Stonewalls, steep shoulder grades, public shade trees, narrow culverts, wetlands and the lack of sufficient street right-of-way width are common obstacles to building

sidewalks on colonial era roads. It also becomes more difficult when other residents object to the sidewalk, particularly if their cooperation is needed for additional right-of-way or easements. In spite of all the difficulties, the Town does succeed in constructing some new sidewalks each year, largely due to the general support of the majority of the abutters. It is our policy to work with individual abutters to resolve any design or landscaping issues to their reasonable satisfaction. One way for residents to facilitate the construction of sidewalks in their neighborhood is to jointly find agreement on where (often which side of the street) a sidewalk can be located. This agreement should include all the residents who live along a sidewalk route, particularly those that will directly abut the new sidewalk. In this way, solutions to the common obstacles described above can usually be found and as funds become available the sidewalk can be scheduled for survey, design and construction. The Engineering Department has a standard petition form and information sheet that is available to interested citizens. We also maintain a five-year sidewalk capital plan and map of existing and proposed sidewalks in Town that is also available to interested citizens. A Sidewalk Safety Priority List has also been prepared with the help of the Highway and Police Departments.

Each year the Engineering Department also does the survey, design and construction stakeout for several projects constructed by the Highway Department. This year we continued our efforts to install a new pre-cast concrete box culvert on School Street near Lawsbrook Road. The installation of this culvert has been delayed pending resolution of an appeal by the downstream abutter to a Wetland Superceding Order of Conditions issued by the Massachusetts Department of Environmental Protection. The original dispute was decided in favor of the Town, but has now been appealed to Superior Court by the abutter. We anticipate a final decision in this matter shortly, and that the work will be able to be scheduled for next year. We completed the plan and Wetland filing to replace a culvert on Pope Road at the Camp Acton conservation land. We also field staked a solution to a drainage problem at 416 Main Street that required grinding and re-profiling the road to provide a consistent downgrade. We field engineered improvements to the existing drainage system on Church Street. We also prepared an up-to-date plan of the Highway Department Building on 14 Forest Road reflecting all the changes and modifications to the floor plan since it was built some 30 years ago.

Miscellaneous projects were undertaken for several other departments during the year. We prepared a draft contract for a feasibility study of a future bike path along the old railroad right-of-way from East Acton to North Acton for the Natural Resources Department. Fay, Spofford & Thorndike, is doing this study. We assisted the Natural Resources Department with the process of obtaining title to the site of the future T.J. O'Grady Memorial Skateboard Park. The Commonwealth of Massachusetts currently owns the site on Hayward Road. The State has agreed to convey slightly more than one acre to the Town for this purpose. We designed a handicap access ramp at the poll-

ing place in North Acton for the Town Clerk. We surveyed and calculated the volume of a loam pile the Town received from the developer of the Brookside Mall. We also prepared a Lease Plan of the Towne Building (the former Towne School) for the Town Manager.

Traffic problems and complaints seem to increase each year and now occupy a significant portion of our time. Several sign requests in various parts of Town were reviewed for compliance with the Manual on Uniform Traffic Control Devices and dealt with appropriately. We have also done several automatic traffic counts using our four counters/classifiers. These electronic devices can record vehicle volumes by direction, measure speed, and can sort vehicles into 14 separate categories by type ("truck counts"). We have also worked on the project to convert the four town owned traffic signals to L.E.D. displays. L.E.D.'s replace ordinary light bulbs in traffic signals, use less energy, and last much longer.

Generally, there are several things to keep in mind when considering solutions to traffic problems. The first is that the General Laws of Massachusetts, Chapter 90, Sections 17 and 18 determine the manner in which speed limits are set on State and Municipal roadways (see <http://www.motorists.com/ma/ma2.html>). Section 17 specifies the "prima facie" speed limits on various classifications of roadways; Section 18 authorizes the posting of numerical speed limits (special speed zones). The posting of numerical speed limits requires the approval of the Registry of Motor Vehicles and the Massachusetts Highway Department, as well as the local Board of Selectmen. The Massachusetts Highway Department has issued a booklet outlining the procedure required to obtain approval of a numerical speed limit. A copy of this booklet is available for public inspection in the Engineering Department. In general all traffic regulatory signs must be installed in accordance with the "Manual on Uniform Traffic Control Devices" issued by the Federal Highway Administration (<http://mutcd.fhwa.dot.gov/>). This is done to insure that traffic signs look the same and work the same throughout the country. The Town also has a set of Traffic Rules and Orders, which must be formally amended when such things as no parking zones or stop signs, etc. are erected on Town Ways.

New subdivisions are reviewed and inspected by the Engineering Department from initial submission of plans to final completion of the roads. When a plan is submitted, an engineering review of all aspects of a proposed subdivision is made, based on current Planning Board Rules and Regulations. Monroe Lane, Esker Way, Sibel Lane, Squirrel Hill Road Extension, Skyline Drive, and the North Acton Woods and Robbins Mill subdivisions were some of the major projects reviewed and/or inspected in this manner. The Engineering Department also did a substantial amount of work for the Planning Board, including bond estimates for completion of subdivision roads and reviews of common drive special permits.

We continue to manage the 121 non-resident parking meters at the South Acton Commuter Parking Lot. The meters accept disposable debit cards (Parkcards) eliminating the need to carry a lot of change. Parkcards are available at the Treasurer/Tax Collectors counter at the Town Hall. The minimum charge for 12-hours of parking during 2002 was \$1.00 using nickels, dimes and quarters. For 2003, the Board of Selectmen voted a rate increase of \$2.00 for 12 hours. All 121 meters were reprogrammed on December 31, 2002 with the new rate. The meters do not accept foreign coins, including Canadian coins and New Hampshire turnpike tokens or pennies. We have also worked on the survey and design for additional bike lockers and racks at the commuter lot. We anticipate that these additional facilities for bikers will be installed by the Highway Department next year.

The Engineering Department handles the daily routine of administering the "Permit to Construct Within a Public Way" program ("street cut permits" related to the installation of new utilities and driveways); responding to requests concerning drainage problems; coordinating the process for plowing private ways; maintaining the Town's four traffic signals; reviewing commercial site plans; preparing street acceptance documents; coordinating the process used to accept donations of easements and low value parcels of land; updating the Town Atlas Maps (in both conventional and CAD formats); monitoring groundwater at the former Forest Road Landfill; providing the general public with information; and assisting the various Town boards and committees as requested. We also have several versions of the Town Street and Parcel Maps available for sale to the public.

Next year the Town will be required to comply with new EPA Storm Water Regulations, otherwise known as the NPDES (National Pollution Discharge Elimination System) Storm Water Phase II Program. The first step, which is due by March of 2003, will be for the Town to submit a Storm Water Management Plan in compliance with a General Permit for the 190 or so towns in Massachusetts subject to these regulations. These are towns with Urbanized Areas as delineated by the U.S. Census Bureau according to the most recent Decennial Census data. Only the urbanized portions of Acton are subject to these regulations, however this is between two-thirds and three-quarters of the entire Town. EPA issued the General Permit in December of 2002. The Storm Water Management Plan the Town prepares must address the following six minimum control measures:

1. Public Education and Outreach
 - Distribute educational material
 - Sponsor speaking engagements
 - Organize school programs
2. Public Involvement/Participation
 - Hold public meetings
 - Recruit citizen volunteers
3. Illicit Discharge Detection and Elimination
 - Develop complete storm drainage system mapping

- Detect and eliminate non-storm water discharges
4. Construction Site Runoff Control
 - Require erosion and sedimentation Controls
 - Conduct site plan review and site inspections
 5. Post-Construction Storm Water Management
 - Establish authority through local ordinance
 - Enforce approved operation and maintenance plans
 6. Pollution Prevention/Good Housekeeping for Municipal Operations
 - Develop operation and maintenance program for municipal facilities including roads
 - Implement structural and/or non-structural strategies for storm water treatment
 - Provide training for municipal personnel

The EPA will require that the Town set measurable goals in the management plan and be able to show progress towards achieving them. This will require careful record keeping and annual reporting to EPA. The plan will need to be updated every five years and we anticipate that, over time, ever tougher requirements will make compliance more difficult and costly. Some of what the Town currently does in the way of storm water management will contribute to plan compliance and other activities will only need minor modification to comply, however, some actions the plan will require will be new or much enhanced activities. Currently town officials and staff with the assistance of outside expertise are undertaking the complex task of assembling a Storm Water Management Plan for the Town.

I appreciate the cooperation received from the other Town departments and look forward to further productive efforts in the coming year.

David F. Abbt, P.L.S.
Engineering Administrator

HIGHWAY DEPARTMENT

The Highway Department experienced a light winter having only five plowable snowstorms but road sandings were frequent. The department began spring cleanup in early March. As I write this annual report we have already surpassed last years amounts of snow and the time involved in snow removal and January has just began.

Roads

All Town roads and sidewalks were swept in the spring. Street signs were repaired or replaced as needed. Many town signs have been defaced during the year and replacement has been costly. We ask for your help in reporting sign damage or vandalism. Drainage structures were cleaned and repaired as needed. Guardrails were installed in several new locations and upgrades of existing guardrails were done in many areas. Line painting of town roads and parking lots was done during the summer. Numerous roads were milled, leveled and resurfaced during the year.

Drainage

Several culverts were replaced during the year, and additional drainage was installed on portions of Main Street, Central Street and Church Street. Three areas of drainage pipe were inspected by means of video equipment and will have to be repaired during the next construction season.

Sidewalks

A new section of sidewalk was constructed on Minot Avenue and two lengthy sections of sidewalk were reconstructed along Main Street. Walkways were also built at N.A.R.A. along the beach for easier access.

Snow

Roads and sidewalks were plowed and sanded as needed. It was an easy winter for our crews. Sand barrels were placed in many locations around town and snow fence was installed in several areas. Sand and salt is available at the highway department for Acton residents. Please exercise caution while entering and exiting the area of the department as equipment and vehicles are prevalent.

Special Projects

The department, in conjunction with the municipal properties department completed the landscape work at the commuter parking lot and reconstructed the patio, sidewalk and rear entranceway for the senior center at Audubon Hill. Several additional parking spaces were also created.

Transfer Station

The Town continues to transport approximately 9,500 tons of refuse to North Andover each year. The department continues to recycle leaves and Christmas trees along with many other items at the recycling center. We urge residents to recycle. Handouts are available at the transfer station gatehouse that will answer your refuse or recycling questions.

In closing I would like to thank all of the employees of the highway department for the many jobs well done. I also wish to thank all of the other departments for their assistance and cooperation throughout the year.

As always, a special thank you to my assistant, Russell Robinson and secretary, Elaine Lawson for their many hours of dedication and hard work. I rate their work as above and beyond. I thank you.

David J. Brown,
Highway Superintendent

MUNICIPAL PROPERTIES

The Municipal Properties Department discharges the following duties:

1. Construction, maintenance, utilities, and management of all Town buildings, except those controlled by the School Department.
2. Development and maintenance of the Town Common, roadsides, and landscaped areas.
3. Management of street trees as provided in MGL Chapter 87, and management of Public Nuisances related to shade trees, as provided in MGL Chapter 132.
4. Technical expertise as needed for site plan and subdivision reviews and inspections.
5. Assistance to other departments as needed in the areas of purchasing, land management and construction.

VEGETATION MANAGEMENT

This year two hundred and fifty-seven dead or dangerous street trees were removed. Twenty-six street trees were pruned to reduce hazards, and one hundred and twenty-six tree stumps that presented traffic hazards were ground out below grade. Nine Public Shade trees were removed to allow the construction or renovation of sidewalks on Main Street and Minot Avenue.

A total of twelve trees (two Cherry, three Red Bud, four London Plane, two Shadblow, and a Crabapple) were planted along roadsides and in public areas around town.

Approximately forty miles of road shoulder were mowed with the side arm mower, and numerous areas were cut back with chain saws. All intersections and sidewalks were checked and trimmed back as needed to alleviate traffic hazards. Poison Ivy growing along the Rights of Way in numerous locations was sprayed with a selective herbicide.

The Department responded to storm related tree damage calls on thirteen dates; in many instances this involved multiple trees.

The major cause of street tree death in Acton continues to be Ash Decline; approximately 200 of the tree removals listed above were due to this disease. Ash Decline is believed to be caused by a mycoplasma like organism, or M.L.O., which is believed to be transmitted by a leafhopper. The disease is always fatal within one or two years when it infects drought stressed ash trees.

In addition to the high mortality rate of White Ash trees, there are two other areas of concern: The confirmed presence of the Hemlock Woolly Adelgid here in Acton is a concern for home landscapes and conservation areas. This is an invasive alien insect, introduced into North America from Asia. This sucking insect infests Canadian Hemlock (*Tsuga Canadensis*), and almost always leads to the death of the tree within three to five years, if left untreated. The second major concern is the Asian Longhorned Beetle, which can cause extensive heartwood damage and structural failure of hardwood species. This insect originates in China, and has been accidentally imported in wood dunnage such as freight pallets. As of this point the insect has not been identified in Massachusetts, but the potential for widespread damage exists since we are located close to a port city and have extensive hardwood forests.

In 2002 Nstar, (formerly Boston Edison) conducted and extensive line clearance tree trimming program, using Trees New England as a consultant to identify problem vegetation, and Lewis Tree Service to perform the physical work. Unlike previous trimming cycles, this was a very proactive program, geared not only towards resolving obvious problems, but also towards removing hazard trees on private property that endanger the wires and removal of small brush that will eventually grow up into the conductors. The result of this six month project is that the electric system is much more reliable both routinely and in storm situations. There is an added benefit to this approach in that many of the hazard trees removed also endangered the streets, and removal of low brush provides a safer roadside.

The Municipal Properties Department and Nstar co-sponsored an Arbor Day event at NARA Park that involved planting two specimen trees and having students from Merriam School plant 300 seedlings. Each student who participated also got to bring home several seedlings to plant in their own yards.

Several of the parking lot islands at the Town Hall were converted from grass to low maintenance and low water use plantings, such as Lamium, Bearberry, and Baltic Ivy. In addition, the overgrown plantings at the DPW were replaced with beds of iris and daylilies split from existing beds around town. When mature, these renovated areas should serve as good models of drought tolerant plantings.

Several parcels of land located on Simon Willard Road and Pond View Road were acquired by the Town through tax taking. These parcels, which had become neighborhood dumps for yard waste, were extensively cleaned up, and will be maintained as roadside landscape areas.

This Department continued to work on the development of the Ellsworth Junction parcel, located at the intersection of Great Road and Concord Road. The Planning Department has received a state grant for the design of this area, and a master plan is being developed to guide the long-term evolution of this property.

All subdivisions, cluster developments, and commercial site plans were reviewed for compliance with local landscaping standards.

In 2002 Acton was certified for the eighteenth consecutive year as a Tree City USA by the National Arbor Day Foundation, in recognition of our urban forestry efforts.

FACILITIES PROJECTS

There were a number of repairs and upgrades at Town Hall in 2002. The windows on the north wing were renovated, new traditional light fixtures were added to the parking lot, and a new computer room was created and equipped in the Finance wing.

Turk, Tracey, and Larry Architects completed an existing conditions report and developed repair specifications and budget estimates for the Isaac Davis Monument, located on the town common opposite from the Town Hall. The repairs to this monument, which was dedicated in 1851 to three heroes of the April 19, 1775 battle, will be deferred past fiscal year 2004 due to impending budget issues.

A September 11, 2001 Memorial was built by the combined Municipal Properties and Highway crews on the Town Common, and was dedicated on the one year anniversary of the event.

At the Public works facility new lighting was added to the mechanic's area, the HVAC system was replaced, and a new membrane roof was installed.

At the Senior Center the combined crews from Municipal Properties and Highway totally rebuilt the rear patio and expanded the parking area.

At the West Acton Citizen's Library a wood guardrail was added at the rear of the site, combined with extensive clean up and transplanting of shrubbery.

The Cemetery Service Building was redesigned and put out to bid a second time, but once again all bids exceeded appropriation, so the project is dormant at this time.

The condition of the light poles at the Elm Street field was evaluated by the Tree Warden and a Certified Arborist from Nstar, and a recommendation was forwarded to the Recreation Director.

As a result of an extensive Feasibility Study process, a proposal for a new combined Public Safety Facility was brought forward at the fall 2002 Special Town Meeting. The requested sum of \$6,400,000 for a 22,000 square foot facility was overwhelmingly approved by the voters. A subsequent Proposition 2 1/2 Override Vote was favorable, and the project is now moving ahead at full speed. Jacunski Humes Architects, LLC, has been chosen for the final design, and the project should go out to construction bids in early summer, 2003.

All members of the Department received additional training as needed to maintain licenses and certifications. For example, all employees who apply pesticides attended training workshops sponsored by the University of Massachusetts and the Massachusetts Arborists Association. The Director was elected president of the New England Chapter, International Society of Arboriculture.

In closing, I would like to thank the various civic organizations, volunteers, and Town departments who have assisted this Department in the past year. As always, a great deal of credit should be given to the hard work and dedication shown by the Municipal Properties staff:

Andrea MacKenzie, Secretary
Malcolm MacGregor, Grounds Crew Leader
Dayle MacGillivray, Building Maintenance Crew Leader
David Walsh, Groundskeeper
Brian Kissane, Groundskeeper
James Howells, Building Maintenance
Manny Bonitatibus, Building Maintenance
Steve Gray, Building Maintenance
David Porter, Seasonal
Dan Huffaker, Seasonal

Dean A. Charter,
Municipal Properties Director
& Tree Warden

NATURAL RESOURCES

The Natural Resources Department is responsible for the maintenance of Acton's 1,600 acres of conservation lands, three cemeteries and various recreation facilities. In addition, Natural Resources work directly with the Conservation Commission, Cemetery Commission, Recreation Commission, Land Stewardship Committee and the Friends of the Arboretum Inc.

The Conservation Commission spent an enormous amount of time and energy this past year reviewing the complex environmental issues associated with the development of the Quail Ridge Country Club. Other major projects involving the Commission were the Middle Fort Pond Sewer Project and the development of the Brookside Plaza project on Great Road. In total, the commission made decisions on 66 projects involving the Wetlands Protection Act. Completing their terms of office this year were long time commissioners Matthew Liebman and Barbara Epstein, their expertise and commitment will be greatly missed. The Community Preservation Act was approved in 2002, with much help from the Conservation Commission and Conservation Trust. The five-year Open Space and Recreation Plan update was completed this past year due to the hard work of Morene Bodner and Barbara Smith.

Our Land Stewardship Committee put the finishing touches on the new trail guide to Acton Conservation Lands which will be made available to the public later this year. Many volunteer hours were applied to the conservation lands web page, making it a complete guide to both trails and land descriptions. A new boardwalk and platform at Grassy Pond was completed this year, allowing for a fabulous view of the pond and surrounding wetlands.

Our maintenance crew, consisting of a crew chief and four men are responsible for the maintenance of more than 60 acres of active recreation playfields and general maintenance at the Arboretum, not to mention all activities associated with cemetery operations. We are greatly thankful for their perseverance; they really do a remarkable job. Thank you also to the Highway Department for their help with construction projects at NARA.

The Natural Resources Department could not function without the many dedicated volunteers that make Acton such a wonderful place to live. Whether it is commissioners volunteering their time at late night meetings or the dedicated individuals that weed and trim the Arboretum, each plays a vital role. We were fortunate to have two Eagle Scout projects completed on conservation land this year, our thanks to James Kinicki, Sahil Gandhi and their troops for their great work.

- Tom Tidman, Director
- Andrea Ristine, Secretary
- Andrew Magee, Chair
- Peter Berry, Vice Chair
- Jeff Rogers
- Barbara B. Smith
- Scott Parent
- Susan Phoenix
- Michael Eder
- Julia Miles

WASTE WATER ADVISORY COMMITTEE

The problems that delayed the opening of the Adams Street Wastewater Treatment plant were finally solved and there was a "Grand Opening" in May. State and local officials, and AWAC's committee members cut the "ribbon" allowing residents to tour their newest infrastructure improvement. There was a great deal of interest in the plant's fail safe systems, the computerized management and the design.

In October, AWACs formally disbanded, turning over the entire sewer operations to the Sewer Commissioners, who are the Board of Selectmen, and the plant operation oversight to the Health Department. Many of the committee members have been working on sewers for over 15 years. There is a great sense of accomplishment with the plant's opening.

The committee also recognizes that there are still outstanding financial problems. In particular, the court case with W.R. Grace over the betterment costs. This complex legal issue is being handled by the Sewer Commissioners.

Many of AWAC committee representatives agreed to serve on the Comprehensive Wastewater Planning process. This is an Environmental Impact Study of the whole Town required by the DEP before initiating any efforts to sewer other parts of the Town or use low interest loans from the State. This committee meets four times a year to review the materials gathered by the consultants and the health department before being sent to the DEP for certificates of approval.

This is the last report by AWAC. Next year there will be a progress report from the Comprehensive Wastewater Planning committee.

It is fitting for the Town Report to recognize the committee members and staff who worked so hard to get the first sewer district. Special thanks needs to be extended to our State Senator, Pam Resor, for her tireless help in getting Acton's proposal through the DEP and its convoluted bureaucracy.

- Committee members:
- Dore Hunter, Co-chair
 - Trey Shupert, Co-chair
 - Andy Magee, CosCom rep
 - Pat Halm, Planning Board rep.
 - Mark Conoby, Board of Health rep.
 - John Prendiville, Finance Committee rep.

- At-large: Ann Chang, Art Gagne,
Bob Johnson, Nancy Tavernier
Staff: Doug Halley, Director
Board of Health
Jim Deming, Water District Manager

COMMUNITY SAFETY

ANIMAL INSPECTOR REPORT

During the past year, 27 animals were quarantined for rabies. The animal quarantines consisted of 17 dog and cat bites where there was human contact. Additionally, 10 domestic cats were quarantined for possible exposure to rabies from wildlife other than domestic animals. All quarantined animals were quarantined for the prescribed period of time necessary to determine the animal is free of the rabies virus.

I inspected six barns in Acton and all were found to be in order. From the barn inspection census, farm animals number 41 horses and 14 ponies.

Respectfully,

Patrick H. Palmer

BOARD OF HEALTH

The Board of Health continued to meet and deal with many significant public health and environmental issues during 2002. Of significant importance to the Town was the final phase of completion for the construction of the \$25.1 million sewer project for the Middle Fort Pond Brook Sewer Area, which began in April 2000. Other issues addressed by the Board included a W.R. Grace's groundwater clean-up, the Non-Point Source Pollution Control Devices Program, response to the presence of West Nile Virus in the community and participation in the Westford/Tyngsboro/Acton Tobacco Alliance.

Continuing from April of 2000, the construction for the Middle Fort Pond Sewer Project neared completion by the end of 2001. It is anticipated that the wastewater treatment plant will be in operation by February of 2002 and the construction of all portions of the collection system should be complete no later than April 2002. The Sewer Commissioners in October and December held major stakeholder meetings, which clarified the outstanding issues that needed to be resolved prior to property owners connecting to the sewer system.

With the completion of the surface remediation work at the W.R. Grace Superfund work has begun regarding restoring the groundwater resources that were impacted by W.R. Grace (Operable Unit 3). The Board will be looking towards the Town's Clean-up Standard Bylaw that establishes standards that must be met for any aquifer restoration project done within the Town's aquifers. This Bylaw will provide the assurance needed that all groundwater W.R. Grace remediates will meet the Acton Water District's drinking water standards.

The Town began implementation of the \$106,644 grant it received from the Federal Government for a study of Non-Point Source Pollution Control devices. The intent of this program is to show EPA different technologies that can reduce non-point phosphorous discharges. The project will provide a valuable test cast for trading programs that are being promoted as a means for communities to meet the requirements of the Phase II NPDES Program.

Continuing from last summer the concern regarding the mosquito population was heightened. The West Nile Virus, previously found in other parts of the state, was identified in Acton birds this summer. Meeting this concern was the newly authorized Central Massachusetts Mosquito Project, which began stream clearing in April and complaint spraying in July. With the experience of the first deaths in Massachusetts linked to the West Nile Virus the Board intends to remain vigilant on this issue.

The inspection requirements of Title 5 continue to be a significant impact on all homes and businesses located in the Town. More than 148 inspections of septic systems were conducted in 2002 and as a direct result of those inspections the number of systems replaced continues to increase. A study completed by the Sewer Action Committee found that the average expenditure for the complete replacement of an on-site septic system was \$15,000.

This year with the assistance of the Westford/Tyngsboro/Acton Alliance Health Department conducted tobacco compliance checks for all stores that sell tobacco products on a quarterly basis. This was done, with the cooperation of local teens, by Tina Grosowski and Scott Howe from the police department to see how many stores would sell tobacco to an underage buyer. Out of 33 stores these compliance checks found increasing awareness and compliance with the law. These compliance checks indicate considerable progress has been made since the first check revealed a 50% non-compliance rate. The Board also sought to work with the School Department to find better controls in bringing compliance to the non smoking regulations required for activities on school grounds.

The Board completed its involvement in providing start-up funds for a Volunteer Mentoring program designed to provide assistance to at-risk pre-teens. Big Brother/Big Sister of Middlesex County now, with a base in Maynard, is available to identify the at-risk teens in Acton and develop a volunteer base of Acton residents. The Board believes that this important and necessary program provides a safety net for children that might otherwise be left unprotected.

For the seventh year two Hazardous Waste Days were conducted in May and in October. Over 800 residents participated in these two days, setting records for both attendance and waste collected. In particular the new requirement to handle CRT's (Cathode Ray Tubes) as hazardous waste has added significantly to both the amount of waste collected and the time required to collect the waste. Every resident that arrived during the collection time was able to rid themselves of their household hazardous waste and the wait for service was held to the minimum. Due to this success the Board of Health has scheduled for additional collection days in May and September of 2003.

Due to the promulgation of new regulations by the state the Board had to revamp and reinforce the Day Camp permitting program and the Food Service permitting program. The Day Camps are now responsible to document emergency and safety plans, as well as, CORI employee checks. The Board's role is to see that each camp is in compliance. The Food Service establishments must now have food safety trained personnel on-site and always have a designated person in charge.

Massachusetts' Supreme Court in a ground breaking decision determined that body art establishments had the right to do business within the state. Based on that decision the Board adopted regulations that would ensure that any establishments that locate in Acton would do business in compliance with normal health and safety precautions.

The Board was very pleased to be involved with the Senior Work Program. A variety of lingering projects were addressed with the assistance of these individuals. The people contributing to this program were Bob Eisengrein, Marion Maxwell, Don Lapierre, Edwin Carrel and Loren Kramer.

The number and types of permits and licenses issued by the Board of Health continues to grow. The entire permitting statistics were as follows:

General Permits:	
Burial Permit	72
Car Wash Event Permits	17
Tanning Salon Permits	1
Funeral Director License	2
Massage Establishment Permit	8
Massage Practitioner License	21
Motel Permit	401
Public & Semi-Public Pools	
Full Size	21
Wading	3
Rabies Vaccination:	
Cats	220
Environmental:	
Above-ground Storage Tank Installation	0
Aquifer Special Permit	27
Asbestos Removal Notification	10
Commercial Hauler's License	6
Deleading Notifications	7

Hazardous Materials Storage	164
Private Well Permits	13
Underground Storage Tank Removal	9
Septic Systems:	
Septage Disposal Permits	2595
Septage Hauler's License	21
Septic System Inspections	148
Septic System Construction	200
Replacements	141
New Homes	59
Septic System Installer's License	61
Sewage Treatment Plant Permit	9
Food Service:	
Food Service Permits	60
Temporary Food Service Permits	13
Frozen Desserts	5
Milk & Cream Permit	15

Statistics for 2001 indicate that on proposed building lots the Health Department witnessed 229 deep test holes and 185 percolation tests. These tests led to the approval of 59 new residential or commercial septic system permits. In addition, the Health Department witnessed 108 deep test holes and 65 percolation tests for existing homes replacing their septic systems.

Housing, Food Service and other complaint activities were as follows:

Housing Complaints	13
Units Inspected for Acton Housing Authority	1
Food Complaints	25
Septic Complaints	2
Miscellaneous Complaints	5

Over 350 comprehensive and follow-up inspections were conducted at 120 food establishments within the Town. More than 150 Hazardous Materials Storage Inspections were also conducted.

The Board of Health extends its thanks to the following members of other departments who helped in the past year: Tom Tidman, Garry Rhodes, Bob Craig, Scott Howe, Roland Bartl, Dean Charter, David Abbt and Cathy Belbin, Nancy McShea. The Board welcomes Brent Reagor as Sanitarian and Marion Maxwell as part-time Clerk for the department and extends a heartfelt thank you to Jim Johnson for the service he gave to the Town during his tenure as part-time Secretary.

- Board of Health Members
- William McInnis, Chairman
- Mark Benedict, Member
- Mark Conoby, Member
- Robert Oliveri, Member
- Dr. Robert Matusow, Member
- Kathy Block, Associate
- Rita Dolan, Associate

DOG OFFICER REPORT

During the past year I received 225 calls regarding dog problems throughout Acton.

The vast majority of these calls were solved over the telephone. Owners claimed all but 3 dogs that were picked up this year. Two of these dogs were picked up and held for the necessary 10-day period then were brought to The Lowell Humane Shelter after it was determined that they were not desirable for adoption. A third dog, a German Shepherd puppy, was found tied and abandoned at a local pet supply store and was held for the necessary period then placed with a shepherd rescue group.

Respectfully,

Patrick Palmer

ACTON EMERGENCY MANAGEMENT AGENCY

The Acton Emergency Management Agency (AEMA) is an organization and consists of the following: Communications/R.A.C.E.S. (Ham Radio Operators), Shelter Management, Auxiliary Fire Department, Rehab Team and Explorer Post #7. All the members are expected to take First Aid and CPR so that their training is always up to date. Our members provide First Aid, Communications and logistical support at many of our town's celebrations including Patriots Day, Memorial Day, Fourth of July, NARA, Oktoberfest and other events.

Through out the year different members of the Agency have taken courses through the Federal Emergency Management Agency (FEMA), Massachusetts Emergency Management Agency (MEMA) and Statewide Anti-Terrorism Unified Response Network (SATURN). The courses that were taken are: Terrorist Incident Command Preparation, Weapons of Mass Destruction, and Strategic Considerations for the Command Officers. Also a member attended the MEMA Conference in November.

This year we have seen our R.A.C.E.S./Communications (Ham Radio Operators) group increased from four to ten people. Three of these are present members who took the Ham Radio Operator Course then the test and got their Ham Radio Licenses. Three are new members and we would like to welcome and thank them for their help.

Our members provide many volunteer hours to the town, not including regular meetings, and training. The agency is ready to respond to help make a difference in time of need and are available 24 hours a day. We may be contacted by calling 978-264-9655 and leaving a brief message along with your telephone number. A member of the Agency will return the call as soon as possible.

The Acton Emergency Management Agency maintains two literature racks that display brochures from the Federal Emergency Management Agency and the Massachusetts Emergency Management Agency. These racks are located in the Acton Memorial Library and the Acton Town Hall. Citizens are encouraged to take these free brochures. We would like to thank the Acton Memorial Library and the Acton Municipal Properties for their continued support in this project.

We are grateful for the assistance of the Acton Fire and Police Departments along with the Nursing Service for their cooperation and continued support. We would like to thank the Council on Aging for use of their building for our yearly First Aid training. We are grateful to the Acton Highway Department for keeping our vehicles in running condition and to Municipal Properties for the upkeep of the Emergency Management Agency building.

Special thanks go to the dedicated volunteers who make it possible to provide the various services to the Citizens of Acton. Without their support the Agency would not be able to assist the public when needed. We are pleased to welcome the new members that have joined us this year, including people from other towns.

The Acton Emergency Management Agency is always happy to accept applications for more volunteers. Use your skills to help your Community, for more information please call 978-264-9655 and leave a brief message. We will return your call as soon as possible.

Members of Acton Emergency Management

Aderer, Alex K1E1U – R.A.C.E.S./Communication

Campbell, Seth E – Member

Chalmers, John J – Member

Constantzos, Hector P – Member

Day, Deborah L – Member

Hilfer, Eric KB1HQN – R.A.C.E.S./Communications

Ingram, Connie Sue – Shelter Specialist

Ingram, Robert W – Warning Officer

Johnson, Don P – Director

Jones, Ann E – Shelter Specialist

Landry Jr., Charles J – Member

Landry, Carole L – Secretary

Landry, Charles J – Deputy Director, Shelter Manager

Landry, Maureen – Member

Mark, David A – Member

McGovern, John P – KB1HDN R.A.C.E.S./

Communications

Medicus, Jeremy J – Member

Murray, John E – Director

Northup, Shelley N1VJE – R.A.C.E.S./Communications

Northup, William N1QPR – R.A.C.E.S./
Communications
Ouellette, Chris KB1ICG – R.A.C.E.S./Communications
Reilly, Anne M – Dispatcher
Reilly, Edward F. KB1ICI – R.A.C.E.S./Communications,
Transportation/Equipment Officer
Sawyer, Gail L KB1ICF – R.A.C.E.S./Communications,
Deputy Director/Explorer Advisor
Simon, Susanne L – EMT/ Member
Telsey, Steven W N1BDA – R.A.C.E.S./
Communications
Walker, Carlton, Jr. W1OSL – R.A.C.E.S./
Communications

ACTON AUXILIARY FIRE DEPARTMENT

The Acton Auxiliary Fire Department is a division of the Acton Emergency Management Agency. It is comprised of a group of dedicated volunteers who are trained and equipped to assist and support other town agencies both during times of emergency, and during their day-to-day operations.

This year our personnel have donated many hours to the town of Acton, responding to calls ranging from structure fires to assisting residents with water problems.

The department is on automatic response to all Acton Fire Department box alarms, providing lighting and assisting with air bottle exchanges as well as assisting with salvage and overhaul under the direction of the Acton Fire Department.

In keeping with existing mutual aid agreements between the Acton Fire Department and the surrounding communities, the Auxiliary will respond when requested to assist in any way possible.

The Department utilizes two vehicles, a 1980 light rescue, Rescue 36 and a 1977 four wheel drive pickup Engine 37.

Rescue 36 is our primary response vehicle. It is equipped with a generator, lighting equipment, submersible pumps and hoses as well as a variety of other equipment to support the operations of our department as well as other departments in town.

Engine 37 is used primarily for brush fire responses. It carries 225 gallons of water as well as a pump and hand tools for working the fire scene.

One of the most important roles this department has is Rehab or the establishing of a rest and rehabilitation area for the fire personnel at a working fire. Rescue 36 is equipped with towels, fluids and temporary seating to perform this function.

The Auxiliary Fire Department meets bi-monthly on the 2nd and 4th Mondays of the month at the Emergency Management building on the corner on Rte. 27 and School St in South Acton. Department membership is open to all individuals over the age of 18 who live or work within ten miles of the Acton Emergency Management building.

We would like to thank the highway dept. for their efforts to keep our aging vehicles on the road and ready to respond when needed. Additionally we would like to thank the Fire and Police departments for their continued support of our operations.

The following is our 2002 roster:

Capt. Edward Reilly
LT Wayne Niemi
FF Gail Sawyer

FF Ann Jones
FF Jeremy Medicus
FF Joseph Szkolka,

Respectfully submitted

Capt. Edward F. Reilly

ACTON FIRE DEPARTMENT

Once again, we were fortunate that 2002 was not a year in which we experienced a number of significant fire losses. We were also fortunate that there were no significant injuries and no deaths that occurred as a result of fires. However, I would like to highlight a couple of fire losses, one of which was significant and both of which were noteworthy. The first fire occurred on School Street almost directly across from the South Acton fire station. Noteworthy was the fact that the occupant came across the street in a snowstorm to report the fire to the on-duty fire-fighters. Had the fire station been closed, the outcome of the fire would have been significantly different. The second and more extensive fire of note occurred on Hayward Road. In this case a single-family dwelling caught fire shortly after the occupants had gone to bed. This home was significantly damaged, however the two occupants escaped unharmed. Unfortunately, there was the loss of a family pet. Both fires occurred under extreme winter snow and cold conditions. More important is the fact that both of these fires are of great concern as the Town faces a critical shortage of finances and significant budget cuts are contemplated. Both of these fires point out the critical need to maintain proper staffing coverage for anticipated fire and emergency response

such as I have highlighted. This is true both for anticipated and known situations as well as for unanticipated emergencies such as situations that might occur due to terrorism.

Following is a brief synopsis of the highlights and changes for the Acton Fire Department for the year 2002.

Personnel:

The most significant change in this area during the last year was the retirement of Deputy Chief William Primiano. Deputy Chief Primiano started his career as a Firefighter for the Town of Maynard and then came to the Town of Acton in 1988 as a Firefighter/EMT. He was subsequently promoted to the rank of Lieutenant and served as the EMS coordinator for the Town. He was later promoted to the rank of Deputy Fire Chief. He ultimately served the Town for the last nine years as Deputy Fire Chief. During his career, he not only served the Town as a Firefighter/EMT but he contributed significantly in the field of fire investigation and in the establishment and success of the Juvenile Fire Setter program through the Middlesex County District Attorney's office. I would like to specifically thank Deputy Chief Primiano for his efforts and contributions to this department and certainly wish him the best in his retirement.

In addition to the retirement of Deputy Chief Primiano, Firefighter/EMT Phillip Scott resigned to take a position as a Firefighter/Medic with the Hillsborough County Fire and Rescue Department in Florida. This was a career opportunity for Firefighter Scott as well as an opportunity to move closer to family.

As a replacement for Firefighter Scott we were fortunate to be able to hire Firefighter Sean Kiley. Firefighter/EMT Kiley previously served the Town of Maynard for one year as a career firefighter. Shortly after his arrival Firefighter/EMT Kiley attended the eleven-week recruit program conducted at the Massachusetts Firefighting Academy.

Apparatus and Equipment:

During the year, Engine 21 (1975 Maxim engine) was decommissioned and traded toward the purchase of our newest engine. This year the department was scheduled to replace the third of our first-line engines. This would have completed the replacement of all of our first-line engines. However, due to budget constraints, this was not done. Instead, additional monies were appropriated for additional maintenance expenses. I note this specifically because we still have a 1977 engine in service, and it appears that the purchase of a new engine will once again be delayed. It is critical to maintain safe and reliable fire apparatus not only for our firefighters but for the public that we serve. We were fortunate that the department placed into service a 2003 Ford Expedition that is assigned to the Fire Chief.

During the past year, Captain Carl Robinson continued in the position of Maintenance Officer for the department. Captain Robinson was assisted by Firefighter James Kessler and Firefighter/EMT Scott Morse who performed various maintenance projects while they were on-duty. Their efforts are very much appreciated.

It should also be noted that the department received funds under the state fire safety equipment grant program. These funds were used to purchase various items of protective equipment as well as some specialized rescue equipment which included twenty-two new portable radios and some additional equipment for use with our self-contained breathing apparatus.

Facilities:

Through the efforts of our on-duty personnel and the assistance of the Municipal Properties Department, our facilities remained in fair condition for their age. Unfortunately, there are many aspects of the existing fire stations that are simply starting to show their age. Even though the existing fire stations have received some evaluation as to upgrades and renovations, these projects do not seem to be making any progress at this time due to budget constraints. Included in the recent study of fire stations was the recommendation that the Town construct a new fire station at the intersection of Main Street (Route 27) and Great Road (Route 2A). Similar to the fire station renovation project, this project is not progressing. On a more positive note, the Town voted funding to construct a new public safety facility at the site of the current police station. This facility will provide a new fire administration area, a state-of-the-art combined dispatch facility, a training facility, and an Emergency Operations Center.

Emergency Medical Services:

Our Emergency Medical Services continued to be our main service area to the community during the past year. Firefighter/EMT Jack White stepped down as the department's EMS coordinator. I would like to thank Firefighter/EMT White on behalf of the department for his efforts and assistance in the direction and operation of a critical component of our department. We were also fortunate in that Captain Robert Vanderhoof stepped up and assumed these duties and has continued to perform in an exemplary fashion. His tenure has commenced at a time when the Fire Service and Emergency Medical Service face many significant changes from a regulatory standpoint. Firefighter/EMT Robert Wetherbee and Firefighter/EMT Kris Ellicks assist Captain Vanderhoof in carrying out the responsibilities of this specialized area. Firefighter/EMT Wetherbee handles medical supplies and assists on special EMS projects. Firefighter/EMT Ellicks handles CPR and Automatic External Defibrillator training and recertification for departmental personnel. The success of this program is due not only to the dedication of our personnel but also to the specific efforts of these particular individuals.

The number of EMTs for the department now totals thirty-three (33). During the past year, personnel continued to stay current with training required to maintain their EMT status. Future training in 2003 will most likely focus on bio-terrorist related situations.

Emergency Preparedness:

Captain Kevin Lyons was assigned to assist in the preparation of plans for general emergencies and specific terrorist activity response. Captain Lyons worked on the Town of Acton's Comprehensive Emergency Management Plan and also served as the Fire Department representative to the Strategic Anti-Terrorist Unified Response Network (SATURN). This program, initiated by the Secretary of Public Safety, brings together representatives of local police and fire departments as well as town administration officials.

This department also contributed to the planning and implementation efforts of the now-operational Acton Neighborhood Network (ANN).

Under a state program, the Towns of Concord and Boxborough received mobile decontamination units. Our personnel received training in the setup and use of these units that may be utilized by the Town of Acton should the need arise.

Environmental Services:

During the past year, 23 environmental assessments were conducted which involved a total of 68 parcels of land. These environmental assessments were completed by Firefighter/EMT William Klauer who also serves as our Underground Storage Tank Coordinator/Environmental Coordinator.

Fire Alarm:

Our Fire Alarm Superintendent, Captain George Williams, assisted by Firefighter Forrest Bean, continued to maintain the municipal fire alarm system. During the past year, there were 11 master fire alarm boxes, three street boxes as well as one medical box added to the municipal fire alarm system. This division was busy during the year completing the following projects: repositioning and rebuilding the master fire alarm box at the Junior High School; connecting the master fire alarm box at the new Parker Damon School building; reconnecting the master fire alarm box at the Town School building; connecting three street boxes at the Meyer Hill subdivision; upgrading the master fire alarm box and reconnecting the master fire alarm box at the Temple Beth Elohim following their major addition; removing and relocating two medical call boxes at the High School athletic fields. Additionally, the Fire Alarm Superintendent continued to meet with and participate with the Dispatch Task Force of the Public Safety Facility Committee.

The fire alarm division also remained busy installing and removing the overhead banners that announce various community and civic activities. There was a total of 38 banners that were displayed and taken down.

Fire Prevention:

During the past year, we attempted to enhance and expand our Student Awareness of Fire Education (SAFE) program. SAFE is an educational program conducted in the schools. Firefighters involved in this program include Firefighter/EMTs William Klauer, Kenneth Carroll, Kris Ellicks, Anita Arnum, Tom Wallerstein and Firefighter Bruce Stone. A number of programs have been conducted at the Acton-Boxborough Regional Junior and Senior High Schools. Being regional schools, our SAFE personnel conducted these programs in conjunction with their counterparts from the Boxborough Fire Department.

Once again, in the fall a successful Open House was organized and conducted by Acton Firefighters. This annual event continues to be well received by the Town and would not be possible without the volunteer efforts of the Acton Firefighters. This year the event was organized and directed by one of our newer firefighters, Firefighter/EMT Jared Crowley. In addition to some new homemade props constructed by the firefighters, we were also privileged to have the SAFE trailer on loan for the event. This is an interactive trailer where children receive instructions in dialing 911, getting out of a structure on fire, having an escape plan, extinguishing a stove fire, etc. In addition to the open house, there was a similar program conducted in the fall at NARA Park using the SAFE trailer operated by members of our SAFE program.

Our fire prevention efforts in the areas of engineering, enforcement and public education continued during the year. There were 129 commercial, and 138 residential plan reviews and resultant inspections of these occupancies conducted during the course of the year. The majority of these reviews were conducted by Firefighter/EMT William Klauer.

There also continued to be many opportunities for public education conducted by the Department. These included station tours, school visits, school inspections, quarterly inspections, safety fair, etc. These public education efforts were conducted by many Acton Fire Department personnel and were well received by all that attended or participated. Firefighter/EMT William Klauer serves as our Public Education Coordinator for all these events in addition to his responsibilities as a part-time Fire Inspector.

The Deputy Chief and Firefighter/EMT William Klauer remained busy performing plan reviews and inspections for residential and commercial occupancies. This year saw the completion of the Parker Damon School building, completion of the renovations and additions to the Junior High School and the renovation and addition to the High School commenced. All

of these school projects consume an enormous amount of time by way of meetings, plan reviews and on-site inspections.

Deputy Chief Primiano remained busy in the field of fire and arson investigation. Captain Kevin Lyons and Firefighter/EMT James Ray assisted him in this area. Captain Kevin Lyons continues to serve as an active participant as part of the Middlesex County District Attorney's Juvenile Fire Setter program.

As President of the Fire Prevention Association of Massachusetts, Firefighter/EMT William Klauer remained very active. He attended many meetings of the Building Board of Regulations Standards Committee. He also participated in the annual Fire Prevention Association Educational Conference.

Hazardous Materials:

Fortunately, there were no significant hazardous material incidents to report. Firefighter/EMT Anita Arnum continued to train and operate as a member of the District 14 Regional Hazardous Material Team.

The Regional Hazardous Material Teams continued to train and equip themselves in preparation not only for hazardous material incidents but also for those incidents that may be the result of terrorist activities.

Training:

A major focus of our departmental activities continues to be in the area of training. We are constantly trying to increase, upgrade and enhance this vital fire service function. Captain Kevin Lyons and Lieutenant Robert Smith directed this critical operation during the latter part of the year. Many of our drills were conducted on an in-service basis for on-duty personnel. Major training highlights for the year include the following:

- Firefighter/EMT Sean Kiley attended and graduated from the 11-week firefighter recruit training program conducted at the Massachusetts Firefighting Academy.
- Training involving mobile decontamination units.
- In-Service Training.
- A number of firefighters attended specialized SAFE (Student Awareness of Fire Education) training.
- Training by Amtrak.
- Inspector William Klauer attended and completed a course of instruction dealing with NFPA 101, also known as the Life Safety Code.
- Inspector Klauer attended and completed an intermediate level course in Automatic Fire Alarm Design and Inspection.

In addition to the courses listed above, fire and EMS personnel continued to attend many other courses. The Massachusetts Fire Academy offered some of these courses and local colleges offered others for Firefighter/EMTs to continue working towards degrees in Fire Science.

Conclusion:

Once again, I would like to highlight the dedication and professionalism of our personnel. The success that we achieve as a department is not possible without the efforts of our personnel. Therefore, I cannot conclude my report without taking an opportunity to thank all of our personnel for their consistent and continued assistance and cooperation during the past year. Further, I would also like to thank all other town departments and agencies for their assistance. I would especially like to acknowledge and thank the Emergency Management Auxiliary Fire Department for their continued support and assistance at fire scenes as well as other fire department activities during the course of the previous year. I cannot stress enough that their efforts and assistance are always beneficial and much appreciated. They are always there when needed at fire scenes and other emergencies. Many residents have sent notes of thanks or have dropped off cookies, or sandwiches or a cake for our personnel. These kind gestures and knowing that the efforts of our personnel are appreciated are very gratifying.

Concluding this report is a statistical summary of activities during the year as compiled and reported by Firefighter/EMT William Klauer. Much of this report could not be completed without the efforts and assistance of Firefighter/EMT Klauer, who has my specific thanks and appreciation for his efforts and assistance.

Robert C. Craig
Fire Chief

ACTON FIRE DEPARTMENT ANNUAL STATISTICS - 2002

FIRES

Chimney Fires	1
Structure Fires	13
Brush Fires	21
Illegal Burning	9
Motor Vehicle Fires	13
Personal Property Fires	12
Refuse Fires	2
Fire, Miscellaneous	2
Outside leak with fire	0
Controlled Burning	0

ALARM INVESTIGATIONS

False Alarms	15
Alarm Malfunctions	97
Accidental Alarms	53
Alarm, other than fire	3

HAZARDOUS CONDITIONS

Explosions	0
Lightning Strikes	6
Food on the stove	0
Leak, no ignition	16
Excessive heat	5
Power lines down	37
Electrical problem	16
Spill, hazardous material	0
Smoke condition	79
Gas leak	23
Lock in	9
Motor Vehicle Accidents	165
Animal Rescue	2
Rescues	4
Searches	1
Hazardous Material	2
Carbon Monoxide	1

INVESTIGATIONS

Carbon monoxide detectors	10
Complaint	10
Bomb threats	3
Honest mistake	20
Nothing found	13
Odor	0
Power outage	2
Fire Investigations	1
Miscellaneous	280
Permit Fires	2

MEDICAL EMERGENCIES

Medicals, in town	1,016
Medicals, out of town	49

SPECIAL SERVICE

Assist police	6
Inspection	1,035
Master box activity	1,296
Lockouts	61
Miscellaneous	174
Water problems	26
Mutual aid dispatched	26
Total Incident Responses	4,637

PERMITS

Blasting	8
Fire Alarm Installation	72
Flammables	0
Underground storage	3
Propane Storage	33
Fuel oil storage or burner	70
Underground tank removal	11
Open burning	871
Sprinkler	29
Mobile/portable tanks	43
Miscellaneous	16
Powder	0
Agricultural	3
Fireworks	1
Smoke Detector	475
Total Permits	1,547

**SMOKE DETECTORS TESTED
FOR COMPLIANCE**

1,416

ACTON POLICE DEPARTMENT

Members of the Acton Police Department

CHIEF OF POLICE

Francis J. Widmayer III

LIEUTENANTS

Donald L. Palma Jr.

Thomas Rogers

SERGEANTS

Robert L. Parisi

Bruce A. Nadeau

James A. Cogan

Raymond P. Grey

Edward Lawton Jr.

POLICE OFFICERS

Paul Cogan

Robert Cowan

James Goodemote

Christopher Browne

Christopher Prehl

Frederick Rentschler

John Cooney

Scott Howe

Michael Cogan

Kevin Heffernan

Lisa Driscoll

Luke Penney

Leo Gower

Dean Keeler

Gardena Abramowitz

Keith Campbell

Daniel Silva

Douglas Sturniolo

Scott Krug

Brian Bandini

Daniel Holway

Todd McKelvie

Tricia Dellicicchi

POLICE MATRONS

Faith Williams

Debra Richardson

Christine Joyce

Kerri Williams

SECRETARIES

Faith Williams

Kerri Williams

DISPATCHERS

Faith Williams

Kevin Antonelli

Anne Milligan

Paul Connors

Robert Merrill

Roger Wallace

Sophia Kotzabaldiris

Kelly Ramsay

OPERATIONAL ASSIGNMENTS

Officer In Charge of Patrol Division

Lt. Thomas Rogers

Officer In Charge of Special Services

Lt. Donald Palma

Officer In Charge of Detectives

Sgt. Robert Parisi

Department Prosecutor

Det. Frederick Rentschler

Detectives

Det. Christopher Browne

Det. Kevin Heffernan

Youth Officer

Det. Scott Howe

Det. James Goodemote

Safety/Traffic/Crime Prevention Officers

Det. Robert Cowan

Det. Christopher Prehl

Training Officer

Lt. Donald Palma

Domestic Violence Intervention Unit

Sgt. Raymond Grey

Det. James Goodemote

Ptl. Daniel Silva

CALLS FOR SERVICE BY CALENDAR YEAR

	2001	2002
Accident - No Injury	566	543
Accident With Injuries	100	103
Alarm Received	1319	1184
Animal Complaint	263	228
Arrests	296	292
Arson	8	3
Assault	29	44
Break & Entry	83	61
Bylaw Violation	4	40
Child Abuse Complaint	7	11
Civil Complaint	84	30
Community Policing	127	258
C.O.R.I. Record Check	5	7
Disturbance	307	327
Domestic Disturbance	161	248
Drug Violation	12	22
Fire Call	331	398
Forgery	5	0
General Service	1606	2301
Gun Violation	3	7
Hazardous Material	46	6
Health Hazard	273	238
Kidnapping Attempt	0	1
Larceny	257	265
Larceny of Motor Vehicle	20	24
Lockout	88	73
Malicious Destruction	155	223
Medical Emergency	761	872
Missing Person	57	93
Motor Vehicle Complaint	2024	5075
Mutual-Aid Call	122	65
Police Information	1565	2044
Protective Custody	55	39
Rape	0	2
Warrant Recalled	2	6
Vehicle Repossession	14	13
Robbery Armed/Unarmed	3	2
Security Check	1052	3030
Sexual Assault	7	8
SRO (School Resource Officer)	0	218
Sudden Death	8	11
Suicide Attempt	15	33
Suspicious Activity	1484	1202
Annoying Telephone Calls	55	61
Threatening	75	46
Traffic Citations	1395	2700
Traffic Hazard	966	1020
Trespassing Complaint	41	53
TOTAL COUNT =	15,856	23,530

YOUTH SERVICES

The Youth Services Division of the police department continues to provide the Town and School District with D.A.R.E. and School Resource Officers. Det. Scott Howe and Det. Jim Goodemote are trained in both the DARE program and the School Resource Officer program. Additionally, the division continues to be responsible for many different activities including: investigations of crimes involving victims and/or perpetrators who are under the age of 17; children's programs regarding safety; displays at area events; child safety seat checkpoints; meetings with community leaders; and as liaison to some of the Town's private schools. This year the Town accepted a generous donation of a 2002 Chevrolet Impala from Colonial Chevrolet of Acton. Colonial Chevrolet has given the youth services division the use of this vehicle for two years at no cost. This vehicle is utilized by the youth officers for travel between schools and at community events. Please stop by and visit the newest addition to the department.

Jim Goodemote has been assigned as the School Resource Officer. Jim is assigned to the High School and Junior High in order to assist the faculty and administration for a variety of issues. Additionally, this officer assists in Juvenile investigations and the D.A.R.E. program.

Scott Howe has been assigned as the Juvenile Officer. His responsibilities include juvenile investigations, youth programs, youth safety initiatives, assisting with school resource duties and the D.A.R.E. program.

Weekly, the youth officers attend meetings with the Acton Boxborough Regional High School Administration and the Raymond J. Grey Junior High School Administration. These meetings are to share information between the police and the school to assist the students in a variety of ways. Additionally, there are monthly Community Based Justice (CBJ) meetings, which involve the Middlesex County District Attorney's Office, Concord, Bedford, Maynard, Stow, and Lexington school and police officials. These meetings allow information to flow between the agencies to identify and address potential problems.

The Youth Services Division continues to expand its role in terms of Children's Safety programs. Currently, the officers offer classes on Halloween Safety, Basic Safety and Internet Safety, to name a few. These classes are presented with the cooperation of all of the schools within Acton. Additionally, the division assists with Boy Scouts, Girl Scouts, Cub Scouts and Brownies in their instruction of safety with speeches and tours of the Police Station.

The Youth Officers continue to participate in many community events at which they are able to display and offer a vast array of information. The community services include displays and information at Octoberfest, NARA, the Memorial Library, Elementary School Open Houses and the Civilian Police Acad-

emy. These displays include informal discussions and handouts regarding safety issues, fingerprinting and community concerns. These events have proven to be an exciting and vital link between the Police and the Community. The information exchange between the two groups continues to grow, making the relationship even more important.

Det. Kevin Heffernan and Det. Scott Howe continue to assist the public with the installation of child safety seats. This program, which began two years ago, has proven to be popular and important. Nationally, 95% of car safety seats are installed incorrectly. The officers have inspected approximately 500 seats since the inception of this program, two have proved to be installed correctly. For more information, contact either officer at the police station.

The DARE program continues to assist sixth grade students with violence and drug prevention. The Youth Services Division continues this program even though state budget cuts have eliminated funding for the D.A.R.E. grant. The Acton Boxborough Rotary Club has been a supporter of the Acton D.A.R.E. program since its inception. The Rotary has again stepped in and offered assistance in funding with the program. This funding keeps the program strong and it is vital for the sixth grade students of Acton. The D.A.R.E. officers also provide an e-mail address for students, teachers and parents to address questions and concerns. This address is scotthowe@rcn.com.

TRAINING REPORT

In-Service Training

All officers attended in-service training at the Lowell Police Academy. This course included criminal law updates, first aid and CPR, officer survival and domestic terrorism updates.

Firearms

All officers qualified with the department's service weapons semi-annually. This included the issued handguns as well as shotgun, M-14 rifle and the less than lethal bean bag weapon. Officers have also attended armorer training for weapon repair and less than lethal weapons training using pepperball delivering weapons.

Specialized Training

Officers from this department attended several specialized training sessions during the year.

Incident Command

Command staff and several line supervisors have attended basic incident command training.

Terrorism

Command level officers have attended numerous training sessions on terrorism and emergency preparedness. Command officers also participate in several task forces on terrorism and homeland security.

Death Investigation

All detectives attended advanced training in death investigation.

Domestic Violence

All officers have attended domestic violence training including legal updates. Domestic Violence Unit officers have attended advanced investigative training.

Investigative

Detectives have attended training in computer crimes, DNA evidence collection and courtroom testimony.

Traffic

Officers assigned to the traffic unit have attend advanced training in vehicle accident investigation, OUI investigation and accident reconstruction.

Technology

Several officers have attended training in computer technology, advanced communications and wireless systems.

Dispatch

All dispatch personnel have attended advanced training and 911 updates.

Chief's Message

The department experienced increased activity levels from prior years. Resources became less available as the economy continued to slide into negative territory. Terrorism concerns were consuming much of the effort as our department tried to gear up for response to attacks on America. Maintaining appropriate staffing levels has been a significant problem for the past several years.

In spite of all the above, the department personnel showed a strong presence within the community and kept a good attitude. We put the community policing philosophy in the forefront of our daily response to calls as all the routine aspects of the job still needed to be handled.

The school system and safety of the children in it continue to be my top priority as Chief of Police. The schools receive a significant portion of our staffing on a daily basis and this will continue as long as the budget allows. Our department has an outstanding relationship with the school administration thanks to our continuing daily cooperation.

The year 2002 brought very good news to our department when the public safety building project passed at Town Meeting. Groundbreaking is expected sometime in the summer of 2003.

Once again the community has been very supportive over the past year. I thank the citizens, elected officials, department members and employees of the Town who help the police department provide excellent service to the citizens and visitors to Acton. This year I want to particularly thank the members of the Public Safety Facility Building Committee and its various sub-committees for all of their hard work.

Francis J. Widmayer III
Chief of Police

ACTON POST/CREW 7 SEARCH & RESCUE

Explorer Post/Venturer Crew 7 is a division of the Boy Scouts of America, sponsored by the Acton Lions Club, in conjunction with the Acton Emergency Management Agency. Meetings are held every Wednesday evening at 7:30 PM at the Emergency Management Headquarters on School Street in South Acton. New members, both male and female, between 14 and 22 years old are always welcome. If interested, please call 978-264-9655 and leave a brief message and we will get back to you as soon as possible.

We participated in many town activities including the Conant School Craft Fair, the Acton Lions Club Ski & Skate Sale, and the Winterfest at NARA.

We would like to thank the Acton Police Department for the opportunity of working with them at events this year.

Our Advisors and Members are annually certified in First Aid and CPR. In addition, some of our members are certified as First Responders. We attended Boy Scout Camporees and Council Events to provide First Aid Services as needed.

We wish to thank the Acton Lions Club for their continuing sponsorship in giving the youth of today the opportunity to work toward a better tomorrow.

One of our youth members became certified as a Ham Radio Operator, good job Chris!

Members

Gail Sawyer – Advisor
Ann Jones – Associate Advisor
Edward Reilly – Associate Advisor
Wayne Niemi – Associate Advisor
Charles Landry – Committee Chairman
Mark Casey – Member
Scott Landry – Member
Chris Ouellette – Member
Tim Pare' – Member
Jared Stone – Member
Amanda Stone- Member
Michael Stone – Member
Katie Day- Member
Daniel Mark- Member
Charles Lombardo-Member



Revolutionary Bridge across Nashoba Brook.

ANNUAL TOWN MEETING HELD APRIL 1, 2002

WITH ADJOURNED SESSION HELD APRIL 2, 2002
AT THE ACTON-BOXBOROUGH HIGH SCHOOL AUDI-
TORIUM

Number of Registered voters attending Town Meeting
APRIL 1, 485 APRIL 2, 853

The Moderator, Mr. MacKenzie, called the meeting to order on Monday April 1, 2002 at 7:13 PM. He introduced Reverend Bruce Pehson. Reverend Pehson gave the invocation.

Mr. MacKenzie introduced Mr. Peter Ashton, Chairman of the Board of Selectmen. Mr. Ashton introduced the members of the Board of Selectmen, the Town Manager, Town Counsel, and Town Clerk.

Mr. MacKenzie then introduced Mr. Robert Evans, Chairman of the Finance Committee. Mr. Evans introduced the members of the Finance Committee.

Mr. MacKenzie informed town meeting that they would be voting on the motions that are read, not the articles as written in the warrant. He then explained some basic rules and regulations of the town meeting.

Mr. MacKenzie explained how the **CONSENT CALENDAR** is voted and proceeded to read the articles on the Consent Calendar:

CONSENT CALENDAR

Articles 3, 4, 5, 6, 7, 8, 9, 10, 11, 16, 17, 18, 34, 35, 36,

37

- 3** Elderly Tax Relief - Reauthorize Chapter 73 of the Acts of 1986:** Move that the Town continue to accept the provisions of Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions.
- 4** Council on Aging Van Enterprise Budget:** Move that the Town appropriate \$65,422 for the purpose of operating the Town of Acton Senior and Disabled Citizen Van service, and to raise such amount, \$65,422 be transferred from the Council on Aging Enterprise Fund.
- 5** Nursing Enterprise Budget:** Move that the Town appropriate \$561,668 for the purpose of operating the Public Health Nursing Service, and to raise such amount, \$561,668 be transferred from the Nursing Enterprise Fund.

- 6** Septage Disposal Enterprise Budget:** Move that the Town appropriate \$192,808 for the purpose of septage disposal, and to raise such amount, \$192,808 be transferred from the Septage Disposal Enterprise Fund.
- 7** NESWC Enterprise Budget:** Move that the Town appropriate \$3,537,792 for the purpose of solid waste disposal, and to raise such amount, \$2,970,792 be transferred from the NESWC Enterprise Fund, and \$567,000 be raised and appropriated.
- 8** Sewer Enterprise Budget:** Move that the Town appropriate \$1,248,954 for the purpose of operating the sewer system, and to raise such amount, \$1,248,954 be transferred from the Sewer Enterprise Fund.
- 9** Section 53E½ Self-Funding Programs:** Move that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued for FY03 in the amounts and for the purposes set forth in the expense column of this article.
- 10** Plowing of Private Ways:** Move that the Town raise and appropriate \$12,500 to be expended by the Town Manager for plowing of private ways open to public use as designated by the Board of Selectmen.
- 11** Deferral of Sewer Operation and Maintenance Charges - Accept Massachusetts General Law, Chapter 83, Section 16G:** Move that the Town accept Massachusetts General Law, Chapter 83, Section 16G as amended.
- 16** Town Board Support - Special Projects:** Move that the Town raise and appropriate \$5,000 for the ongoing expenses of the Acton-Boxborough Cultural Council.
- 17** Chapter 90 Highway Reimbursement Program:** Move that the Town Manager is authorized to accept Highway funds from all sources and such funds are hereby appropriated for highway purposes.
- 18** Emergency/Disaster Aid Homeland Defense Appropriations:** Move in the words of the article.
- 34** Sale of Foreclosed Properties:** Move in the words of the article.

35 Street Acceptance:** Move that the Town accept as public ways the streets listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout.

36 Acceptance of Land Gift – Minot Ave:** Move in the words of the article.

37 Acceptance of Land Gift - 28 Maple Street:** Move in the words of the article.

CONSENT MOTION:

Mr. Ashton moves that the Town take up the following sixteen Articles of the Consent Calendar listed on pages 20 and 21 of the Warrant:

Article 8 is HELD

CONSENT MOTION less article 8 CARRIES UNANIMOUSLY

ARTICLE 1 CHOOSE TOWN OFFICERS
(Majority Vote Required)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

Moderator	\$20.00 per Town Meeting session
Board of Selectmen	Chairman \$750.00 per year
	Member \$650.00 per year,

or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town fix the compensation for elected officers as shown in the warrant.

MOTION CARRIES UNANIMOUSLY

The Moderator, Mr. MacKenzie, reads the nomination motions of officers,

Cornelia O. Huber, Chairperson of the Elizabeth White Fund, nominates John J. Powers, 27 Brewster Lane, for the position of Trustee of the Elizabeth White Fund, term to expire 2005.

MOTION CARRIES UNANIMOUSLY

Edward M. Bennett, Trustee of the West Acton Fireman's Relief Fund, nominates Malcolm S. MacGregor, 72 Robbins Street, for the position of Trustee of the West Acton Fireman's Relief Fund, term to expire 2005.

MOTION CARRIES UNANIMOUSLY

Allen H. Nelson, Trustee of the Acton Fireman's Relief Fund, nominates William A. Klauer, 70 Piper Road, for the position of Trustee of the Acton Fireman's Relief Fund, term to expire 2005.

MOTION CARRIES UNANIMOUSLY

Mabel A. Grekula, Trustee of the Charlotte Goodnow Fund, nominates Alice P. Miller, 22 Silver Hill Road, for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2005.

MOTION CARRIES UNANIMOUSLY

The Trustees of the West Acton Citizens' Library nominate Robert L. Loomis, 56 Alcott Street, for the position of Trustee of the West Acton Citizens' Library, term to expire 2005.

MOTION CARRIES UNANIMOUSLY

ARTICLE 2 HEAR AND ACCEPT REPORTS
(Majority Vote Required)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town accepts the reports of the various Town Officers and Boards as set forth in the 2001 Town Report and that the Moderator call for any other reports.

MOTION CARRIES UNANIMOUSLY

The Moderator acknowledges Mr. Evans, Finance committee, for a presentation on the financial state of the Town and to explain what is meant by the term "free cash", a look ahead at next year.

The Moderator acknowledges Mr. Kadlec, citizen, for a presentation on the effect that the purposed budget has on the future along with or without the planned override for 2004.

ARTICLE 3 ELDERLY TAX RELIEF REAUTHORIZE
CHAPTER 73 OF THE ACTS OF 1986**
(Majority Vote Required)

To see if the Town will vote to continue to accept the provisions of Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 4 COUNCIL ON AGING VAN ENTERPRISE
BUDGET**
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$65,422, or any other sum, to operate the Senior Van Service, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 5 NURSING ENTERPRISE BUDGET**
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$561,668, or any other sum, to provide Public Health and Visiting Nurse Services, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 6 SEPTAGE DISPOSAL ENTERPRISE
BUDGET**
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$192,808, or any other sum, for the purpose of septage disposal, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 7 NESWC ENTERPRISE BUDGET**
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$3,537,792, or any other sum, for the purpose of solid waste disposal, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 8 SEWER ENTERPRISE BUDGET**
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$1,248,954, or any other sum, for the purpose of operating and maintaining a sewer collection and treatment facility, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

CONSENT MOTION (HELD)

Mr. Hunter moves that the Town appropriate \$1,248,954 for the purpose of operating the sewer system, and to raise such amount, \$1,248,954 be transferred from the Sewer Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 9 SECTION 53E½ SELF-FUNDING PRO-
GRAMS**
(Majority Vote Required)

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 44, Section 53E½ to continue revolving funds for the Local School System, to be expended by the Superintendent of Schools, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Inspectional Services, and Fire Department Fire Alarm Network, to be expended by the Town Manager, as noted below:

	ESTIMATED REVENUE FY 2003	AUTHORIZED EXPENITURE FY 2003
School Department		
Douglas at Dawn/Dusk	\$85,000	\$85,000
Merriam Mornings/Afternoons/Summer	\$30,000	\$30,000
Gates Amazing Mornings/Afternoons	\$30,000	\$30,000
Historic District Commission	\$600	\$600
Building Department		
(Includes fees for Micro Filming, Electrical Permits, Plumbing Permits, Gas Permits, Sign Licenses and Periodic Inspection Fees)	\$135,000	\$137,630
Sealer of Weights and Measures	\$10,000	\$10,012

ESTIMATED REVENUE FY 2003	AUTHORIZED EXPENITURE FY 2003
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Health Department

Food Service Inspections	\$21,976	\$22,602
Hazardous Materials Inspections	\$43,687	\$62,337

Fire Department

Fire Alarm Network	\$55,000	\$45,045,
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or take any other action relative thereto.

CONSENT MOTION

Mrs. Harting-Barrat moves that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued for FY03 in the amounts and for the purposes set forth in the expense column of this article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 10** PLOWING OF PRIVATE WAYS

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$12,500, or any other sum, to be expended by the Town Manager for the costs associated with the plowing of private ways open to public use as designated by the Board of Selectmen, or take any other action relative thereto.

CONSENT MOTION

Mr. Hunter moves that the Town raise and appropriate \$12,500 to be expended by the Town Manager for plowing of private ways open to public use as designated by the Board of Selectmen.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 11** DEFERRAL OF SEWER OPERATION AND MAINTENANCE CHARGES – ACCEPT MASSACHUSETTS GENERAL LAW, CHAPTER 83, SECTION 16G

(Majority Vote Required)

To see if the Town will vote to accept Massachusetts General Law, Chapter 83, Section 16G which provides that the Town may, upon the application of the owner, if such owner is eligible for an exemption under clause Forty-first A of Section 5 of Chapter 59, enter into a deferral and recovery agreement with respect to charges for use of the common sewers, or take any other action relative thereto.

CONSENT MOTION

Mr. Shupert moves that the Town accept Massachusetts General Law, Chapter 83, Section 16G as amended.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 12 BUDGET TRANSFER

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, an amount of money to be used in conjunction with funds appropriated under the current fiscal year's budgets to be used during the current fiscal year, or make any other adjustments to the current fiscal year budgets and appropriations that may be necessary, or take any other action relative thereto.

MOTION

Mr. Ashton moves that the Town appropriate \$40,000 for the purpose of supplementing the Fiscal Year 2002 appropriation for Hazardous Waste Day, and to raise such amount, \$40,000 be transferred from the Hazardous Materials/Inspection Revolving Fund Balance.

MOTION CARRIES UNANIMOUSLY

ARTICLE 13 TOWN OPERATING BUDGET

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$15,893,585, or any other sum, to defray the necessary expenses of the Departments, Offices and Boards of the Town, exclusive of the school budgets, or take any other action relative thereto.

MOTION

Mr. Ashton moves that the Town appropriate \$15,893,585. for the purpose funding the Town budget for the period July 1, 2002 to June 30, 2003, and to raise such amount, \$69,000 be transferred from Cemetery Trust Funds for Cemetery Use, and \$15,824,585 be raised and appropriated, and that the Town Manager be authorized to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds received.

MOTION CARRIES UNANIMOUSLY

ARTICLE 14 CAPITAL IMPROVEMENTS – FACILITIES, EQUIPMENT AND VEHICLES

(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to be expended by the Town Manager for the replacement or improvement of facilities and equipment as listed below:

A.	Traffic Signals	\$30,000
C.	Sanders	\$36,000
D.	Fire Chief's Vehicle	\$38,000
E.	Dump Truck	\$40,000
F.	Pick-up Truck	<u>\$28,000</u>

Total \$182,000,

or take any other action relative thereto.

MOTION

Mr. Shupert moves that the Town appropriate \$182,000 to be expended by the Town Manager for the purposes set forth in this article, and to raise such amount, \$20,000, be transferred from the Cemetery Trust Fund for Cemetery use, and \$162,000 be raised and appropriated, and that the Town Manager be authorized to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds received.

MOTION CARRIES UNANIMOUSLY

ARTICLE 15 NEW PERSONNEL

MOTION

Mr. Shupert moves that the Town take up Article 15 after Article 25.

MOTION CARRIES UNANIMOUSLY

ARTICLE 16** TOWN BOARD SUPPORT – SPECIAL PROJECTS (Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$5,000, or any other sum, to be expended by the Town Manager for the ongoing expenses of the Acton-Boxborough Cultural Council for programs in Acton, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 17** CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM (Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money for highway improvements under the authority of the Massachusetts General Laws, Chapter 90, and any other applicable laws, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 18** EMERGENCY/DISASTER AND HOMELAND DEFENSE AID APPROPRIATIONS (Majority Vote Required)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other unusual occurrences during Fiscal Year 2003, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 19 STATUS OF TWO-FAMILY AND MULTI-FAMILY DWELLINGS (Two-thirds Vote Required)

To see if the Town will vote to amend the zoning bylaw as follows:

[Notes in italic print are not part of the Article but are intended for explanation only.]

- A. Section 3, Table of Principal Uses, Principal Use Definitions, and Accessory Use Regulations.
- In the Table of Principal Uses, insert a new line 3.3.3 as follows:

	RESIDENTIAL DISTRICTS				VILLAGE DISTRICTS				OFFICE DISTRICTS		BUSINESS DISTRICTS			INDUSTRIAL DISTRICTS				SP. DIST		
PRINCIPAL USES	R-2, R-4, R-8, R-8/4, R-10 & R-10/8	R-A	R-AA	VR	EAV	NAV	SAV	WAV	OP-1	OP-2	KC	LB	PM	GI	LI	LI-1	SM	TD	ARC	SITE PLAN
3.3 RESIDENTIAL USES																				
3.3.3 Two FAMILY Dwelling	N	Y	Y	Y	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N	NR

and renumber existing line 3.3.3 and 3.3.4 respectively to 3.3.4 and 3.3.5.

2. Under Principal Use Definitions, insert a new section 3.3.3 as follows:

3.3.3 Two-FAMILY Dwelling - A BUILDING for residential use containing two DWELLING UNITS or, as permitted under this Bylaw, two Single FAMILY Dwellings on one LOT; but not a Dwelling Conversion or a Single FAMILY Dwelling with One Apartment.

and renumber existing sections 3.3.3 and 3.3.4 respectively to 3.3.4 and 3.3.5.

3. In section 8.7, change the current reference to section 3.3.4 to refer to section 3.3.5 instead.

B. Section 8, Non-conforming Lots, Uses, Structures and Parking; Exemptions.

1. Delete section 8.2.2.a) and replace it with a new section 8.2.2.a) as follows:

- a) In Residential Districts: Two-FAMILY Dwelling; Multifamily Dwelling; Commercial Education or Instruction; Retail Store; Office; Veterinary Care; Services; Repair Shop, Technical Shop, Studio; except that neither nonconforming Two-FAMILY Dwellings nor Multifamily Dwellings shall be changed to another nonconforming USE.

[Note - section 8.2.2 currently reads: 8.2.2 Changing a Nonconforming USE - A nonconforming USE may not be changed to another nonconforming USE except in accordance with the following requirements. The Board of Appeals may authorize by special permit a change from a nonconforming USE to another nonconforming USE provided the Board of Appeals finds that the proposed USE is in harmony with the character of the neighborhood and the applicable requirements of the zoning district, and provided further that in the Residential, Village and Office Districts the Board of Appeals may authorize a change only to one of the following other nonconforming USES (all USES as listed in the Table of Principal USES):

- a) In Residential Districts: Multifamily Dwelling; Commercial Education or Instruction; Retail Store; Office; Veterinary Care; Services; Repair Shop, Technical Shop, Studio; except that a nonconforming Multifamily Dwelling may not be changed to another nonconforming USE.
- b) In Village Districts: Multifamily Dwelling, Veterinary Care, Commercial Entertainment, Manufacturing.

- c) In Office Districts: Hotel, Motel, Inn, Conference Center.]

Delete section 8.2.3 and replace it with a new section 8.2.3 as follows:

8.2.3 Extending a Nonconforming USE -

8.2.3.1 In a Residential District a nonconforming USE may not be extended in area, except that,

- a) nonconforming Two-FAMILY Dwellings may be extended in BUILDING area by right, and
- b) nonconforming Multifamily Dwellings may be extended in BUILDING area by special permit from the Board of Appeals.

The extension of a nonconforming Two-FAMILY Dwelling or Multifamily Dwelling USE shall be subject to the applicable dimensional controls of this Bylaw and shall not result in an increase in the number of DWELLING UNITS, unless the dwelling qualifies for a Dwelling Conversion in accordance with section 3.3.4 of this Bylaw.

8.2.3.2 In all other Districts, a nonconforming USE may be extended in area by special permit from the Board of Appeals.

[Note - section 8.2.3 currently reads: 8.2.3 Extending a Nonconforming USE - In a Residential District a nonconforming USE may not be extended in area. In all other Districts, a nonconforming USE may be extended in area by special permit from the Board of Appeals. Also note, that the reference to Dwelling Conversion in section 3.3.4 follows the new numbering sequence adopted with this article. In the present zoning bylaw, Dwelling Conversion is numbered 3.3.3.]

or take any other action relative thereto.

MOTION

Mr. Eldridge moves in the words of the Article.

MOTION CARRIES

ARTICLE 20 REZONING OF MUNICIPAL LAND
(Two-thirds Vote Required)

To see if the Town will vote to amend the zoning map, Map No. 1, by rezoning from Agriculture Recreation Conservation (ARC) to Residence 10/8 (R-10/8) a parcel of land shown as parcel 9 on map D-4 of the 2001 Town Atlas, or take any other action relative thereto.

MOTION

Ms. Mohsin moves in the words of the Article.

MOTION CARRIES

ARTICLE 21 DELETE PLANNED UNIT DEVELOPMENT

(Two-thirds Vote Required)

To see if the Town of Acton will vote to amend the zoning bylaw as follows:

[Notes in italic print are not part of the Article but are intended for explanation only.]

- A. Delete the following text from Section 3.3.c) of the Zoning Bylaw: "a Planned Unit Development (PUD) under Section 9A of this Bylaw;"

[Note – Section 3.3 currently reads:

- 3.3 Residential USES – Not more than one BUILDING for dwelling purposes shall be located upon a LOT, except in the following Districts: Village Districts (EAV, NAV, SAV, WAV); Residence A District (R-A); Residence AA District (R-AA); for the following USES: Nursing Home; Full Service Retirement Community; Assisted Living Residence as defined in this Bylaw or in MGL Ch. 19D; and where a special permit has been granted for the following: a Planned Conservation Residential Community (PCRC) under Section 9 of this Bylaw; a Planned Unit Development (PUD) under section 9A of this Bylaw; an Independent SENIOR Residence under section 9B of this Bylaw; an AFFORDABLE Housing Development under section 4.4 of this Bylaw; a single FAMILY dwelling with one Apartment in a detached BUILDING under section 3.3.2.10 of this Bylaw; a golf course under section 3.5.17 of this bylaw.]

- B. Amend the heading of the Table of Standard Dimensional Regulations contained in Section 5 of the Zoning Bylaw by deleting the comma immediately before the phrase "Planned Conservation Residential Communities" and inserting the word "and" in lieu thereof and by deleting the following text: "and Planned Unit Developments (PUD - Section 9A)".

[Note – The heading of the Table of Standard Dimensional Regulations contained in Section 5 currently reads:

See also Special Provisions and Exceptions to Dimensional Regulations (Section 5.3), Transfer of Development Rights for special dimensional regulations affecting the LB, NAV and EAV Districts and certain land in the R-2, R-8 and R-10/8 Districts along the near Great Road (Section 5.4), Special Provisions for

Village Districts (Section 5.5), Special Dimensional Requirements in the Groundwater Protection District (Section 4.3), and Special Dimensional Regulations for Open Space Developments (OSD – Section 4.2), Planned Conservation Residential Communities (PCRC – Section 9) and Planned Unit Developments (PUD – Section 9A).]

- C. Amend Section 6.2 of the Zoning Bylaw by deleting the comma immediately before the phrase "a PCRC" and inserting the word "and" in lieu thereof and by deleting the following text: "and a PUD (Section 9A)".

[Note – Section 6.2 currently reads:

- 6.2 General Provisions – All required parking shall be located on the same LOT as the USE it serves except within a MAJOR AFFORDABLE Housing Development (Section 4.4), a PCRC (Section 9) and a PUD (Section 9A) where required parking may be provided in a flexible configuration within the TRACT OF LAND comprising the development, and except as provided in Section 6.9. Parking facilities shall also comply with the requirements of the Massachusetts Architectural Access Board.]

- D. Amend Section 6.3.5 of the Zoning Bylaw by deleting the following text: "or within a PUD (Section 9A)" and inserting a comma in lieu thereof.

[Note – Section 6.3.5 currently reads:

- 6.3.5 Car/Van Pools – In conjunction with a Site Plan Special Permit (Section 10.4) or within a PUD (Section 9A) the Special Permit Granting Authority may authorize a reduction in the number of required parking spaces provided that an effective employee car pool/van pool program will be implemented and car pool/van pool spaces are designated.]

- E. Amend Section 6.3.6 of the Zoning Bylaw by deleting the following text: "or within a PUD"; and by deleting the phrase "Sections 9A.7.5 and" and inserting the word "Section" in lieu thereof.

[Note – Section 6.3.6 currently reads:

- 6.3.6 Reserve Parking – In conjunction with a Site Plan Special Permit or within a PUD, the Special Permit Granting Authority may authorize the set-aside of part of the required number of parking spaces as "reserve parking". See Sections 9A.7.5 and 10.4.4 for details.]

- F. Add the following new Section 8.9 to the Zoning Bylaw:

"8.9 Planned Unit Developments (PUD) - Notwithstanding the repeal of Section 9A of this Bylaw, any TRACT OF LAND for which a special permit for a Planned Unit

Development (PUD) has been granted shall continue to be governed by such special permit and the provisions of Section 9A which were applicable to such special permit as of the date of issuance of such special permit.

- G. Delete existing Section 9A of the Zoning Bylaw in its entirety and substitute the following text in lieu thereof: "Section 9A - Intentionally Deleted."

[Note – See the current version of the Zoning Bylaw for the entire text of existing Section 9A.]

or take any other action relative thereto.

MOTION

Mr. Sghia-Hughes moves in the words of the Article, except add at the end of proposed section 8.9 the following words:

"In addition, the following minimum setbacks to the PUD boundary line shall apply to Single FAMILY Dwellings with or without one apartment within a PUD, including accessory STRUCTURES and facilities thereto:

8.9.1 30 feet where the PUD boundary line coincides with a STREET sideline.

8.9.2 20feet to any other PUD boundary line.

Mr. Shupert presents a general overview of Articles 21, 22 and 23.

MOTION CARRIES

ARTICLE 22# REPEAL PLANNED UNIT DEVELOPMENT (PUD) (Two-thirds Vote Required) Citizens Petition

To see if the Town of Acton will vote to amend the Acton Zoning Bylaw as follows:

Repeal Section 9A "PLANNED UNIT DEVELOPMENT (PUD)". Sections 9A through section 9A.9 (inclusive) of the Acton zoning bylaws shall be deleted, or take any other action relative thereto.

MOTION

Mr. Eder moves to take no action.

MOTION CARRIES UNANIMOUSLY

ARTICLE 23# REPEAL PLANNED CONSERVATION RESIDENTIAL COMMUNITY (PCRC) (Two-thirds Vote Required) Citizen Petition

To see if the Town of Acton will vote to amend the Acton zoning bylaw as follows:

Repeal Section 9 "PLANNED CONSERVATION RESIDENTIAL COMMUNITY (PCRC)" Sections 9 through Section 9.9 (inclusive) of the Acton zoning bylaw shall be deleted, or take any other action relative thereto.

MOTION

Mr. Eder moves to take no action.

MOTION CARRIES UNANIMOUSLY

ARTICLE 24 ACTON PUBLIC SCHOOLS BUDGET (Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$17,635,222, or any other sum, to defray the necessary expenses of the Local Schools, or take any other action relative thereto.

MOTION

Mrs. Berry moves that the Acton Public School Budget for the period July 1, 2002 to June 30, 2003, in the amount of \$17,589,103, be raised and appropriated in its entirety except for \$725,000, which shall be transferred from Free Cash.

MOTION CARRIES

ARTICLE 25 ACTON LOCAL SCHOOLS CAPITAL IMPROVEMENTS - HEALTH, SAFETY AND MAINTENANCE (Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$100,000, or any other sum, for the purpose of remodeling and making extraordinary repairs to the Conant, Douglas, Gates and Merriam Schools, and for the purchase of equipment, including any architects fees and engineering fees and other costs incidental thereto, or take any other action relative thereto.

MOTION

Mrs. Berry moves that the Town raise and appropriate \$100,000, to be expended by the Acton School Committee, for the purposes set forth in the Article, and to raise such amount, \$100,000 shall be raised and appropriated.

MOTION CARRIES UNANIMOUSLY

THE MODERATOR WILL TAKE UP THE FOLLOWING ARTICLES OUT OF ORDER

**ARTICLE 28 ACTON-BOXBOROUGH REGIONAL
SCHOOL ASSESSMENT**
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$16,142,936, or any other sum, to defray the necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

MOTION

Mrs. Altieri moves that the Acton-Boxborough Regional School Assessment for the period July 1, 2001 to June 30, 2002, in the amount of \$16,064,900, be raised and appropriated in its entirety except for \$1,200,000, which shall be transferred from Free Cash.

The Moderator asks the Town Council, Acheson Callaghan, to explain the effect of amending the amount of a motion for a regional school budget.

MOTION CARRIES UNANIMOUSLY

Jo-Ann Berry, Chairperson of the School Committee acknowledges and the outstanding service of Mike Scanlon, retiring committee member, to the School Committee and extends him a thank you.

**ARTICLE 30 SEPTIC SYSTEM REPLACEMENT
LOAN PROGRAM**
(Two-thirds Vote Required)

To see if the Town will vote to appropriate a sum of money to be expended by the Town Manager for the purpose of financing the following water pollution abatement facility projects: Repair, replacement and/or upgrade of septic systems, and installation of sewer connections pursuant to agreements between the Board of Health and residential property owners, including without limitation, all costs thereof as defined in Massachusetts General Laws, Chapter 29C, Section I, to determine whether this appropriation shall be raised by borrowing from the Massachusetts Water Pollution Abatement Trust, or otherwise, or take any other action relative thereto.

MOTION

Mr. Hunter moves to take no action.

MOTION CARRIES UNANIMOUSLY

ARTICLE 31 LOCAL HISTORIC DISTRICT BYLAW
Majority Vote Required)

To see if the Town will vote to amend the Town Bylaw, Chapter P, Local Historic District Bylaw in accordance with the text below:

**CHAPTER P
LOCAL HISTORIC DISTRICT BYLAW**

The Town of Acton hereby creates a Local Historic District, to be administered by an Historic District Commission as provided for under Massachusetts General Laws, Chapter 40C, as amended.

P1. Purpose

The purpose of this bylaw is to aid in the preservation and protection of the distinctive characteristics and architecture of buildings and places significant in the history of the Town of Acton, the maintenance and improvement of their settings and the encouragement of new building designs compatible with the historically significant architecture existing in the Local Historic District(s) when this Bylaw was first adopted in 1990. This Bylaw does not seek to establish an architectural museum, but instead to inform concerning the historical process of architectural growth and adaptation to heighten a sense of educated pride in our heritage.

P2. Definitions

The terms defined in this section shall be capitalized throughout this Bylaw. Where a defined term has not been capitalized, it is intended that the meaning of the term be the same as the meaning ascribed to it in this section unless another meaning is clearly intended by its context. As used in this Bylaw the following terms shall have the following meaning:

“Alteration” or “To Alter” The act of the fact of rebuilding, reconstruction, restoration, replication, removal, demolition, and other similar activities.

“Building” A combination of materials forming a shelter for persons, animals or property.

“Certificate” A Certificate of Appropriateness, a Certificate of Non-Applicability, or a Certificate of Hardship as set forth in this Bylaw.

“Commission” The Historic District Commission as established in this Bylaw.

“Construction” or “To Construct” The act or the fact of building, erecting, installing, enlarging, moving and other similar activities.

“Display Area” The total surface area of a SIGN, including all lettering, wording, designs, symbols, background and frame, but not including any support structure or bracing incidental to the SIGN. The DISPLAY AREA of an individual letter SIGN or irregular shaped SIGN shall be the area of the smallest rectangle into which the letters or shape will fit. Where SIGN faces are placed back to back and face in opposite directions, the DISPLAY AREA shall be defined as the area of one face of the SIGN.

“District” The Local Historic District as established in this Bylaw consisting of one or more DISTRICT areas.

“Exterior Architectural Feature” Such portion of the exterior of a BUILDING or STRUCTURE as is open to view from a public way or ways, including but not limited to architectural style and general arrangement and setting thereof, the kind and texture of exterior building materials, and the type and style of windows, doors, lights, signs and other appurtenant exterior fixtures.

“Person Aggrieved”: The applicant; an owner of adjoining property; an owner of property within the same DISTRICT area; or an owner of property within 100 feet of said DISTRICT area

“Signs” Any symbol, design or device used to identify or advertise any place of business, product, activity or person.

A combination of materials other than a BUILDING, including but not limited to a SIGN, fence, wall, terrace, walk or driveway.

“Substantially located at the existing or altered surface of the earth or at grade level” pavement which does not/will not exceed one foot in height above the surface of the earth or pavement.

“Temporary A BUILDING not to be in existence for a period of more than

Structure or two years. A STRUCTURE not to be in existence for a period

Building” of more than one year.

P3. District

The DISTRICT shall consist of one or more DISTRICT areas as listed in Section 13 (Appendices) of this Bylaw.

P4. Commission

- 4.1 The COMMISSION shall consist of seven (7) regular members appointed by the Board of Selectmen to staggered three (3) year terms, such that three members terms will expire in one year and two members terms will expire in the second and third year, and so forth.
- 4.2 The COMMISSION shall include among its regular or alternate members, if practical, an Acton property owner who resides in each of the three DISTRICT areas, one Acton resident chosen from two nominees put forward by the Board of Realtors covering Acton, one Acton resident chosen from two nominees put forward by the chapter of the American Institute of Architects covering Acton, and one Acton resident chosen from two nominees put forward by the Acton Historical Society. If within thirty days after

submission of a written request for nominees to any of the organizations herein named insufficient nominations have been made, the Board of Selectmen may proceed to make appointments as it desires.

- 4.3 The Board of Selectmen may at its sole discretion, appoint up to a maximum of four (4) alternate members to the COMMISSION for three (3) year terms. The available alternate member(s) with the longest continuous length of service as an alternate may be substituted and vote on a one for one basis, in place of any regular member(s) who may be absent or has/have an actual or apparent conflict of interest, or in the case of a vacancy in the regular memberships.
- 4.4 Each member shall continue to serve in office after the expiration date of his or her term until a successor is duly appointed.
- 4.5 Meetings of the COMMISSION shall be held at the call of the Chairman, at the request of two members and in such other manner as the COMMISSION shall determine in its Rules and Regulations.
- 4.6 A quorum is necessary for the COMMISSION to conduct a meeting. At least four (4) members of the COMMISSION (or Alternate Members with voting rights as to a matter(s) under consideration) must be present.

P5. Commission Powers and Duties

- 5.1 The COMMISSION shall exercise its powers in administering and regulating the CONSTRUCTION and ALTERATION of any STRUCTURES or BUILDINGS within the DISTRICT as set forth under the procedures and criteria established in this Bylaw. In exercising its powers and duties hereunder, the COMMISSION shall pay due regard to the distinctive characteristics of each BUILDING, STRUCTURE and DISTRICT area.
- 5.2 The COMMISSION, after public hearing, may by vote of two thirds (2/3rds) of its regular members (not to include alternate members) from time to time adopt, and from time to time amend, reasonable Rules and Regulations not inconsistent with the provisions of this Bylaw or M.G.L. Chapter 40C, setting forth such forms and procedures as it deems desirable and necessary for the regulation of its affairs and the conduct of its business, including requirements for the contents and form of applications for CERTIFICATES, fees, hearing procedures and other matters. The COMMISSION shall file a copy of any such Rules and Regulations with the office of the Town Clerk.
- 5.3 The COMMISSION, after a public hearing duly posted and advertised at least 14 days in advance in a conspicuous place in Town Hall and in a newspaper of general circulation in Acton, may adopt and from time to time amend guidelines which set forth the designs for certain

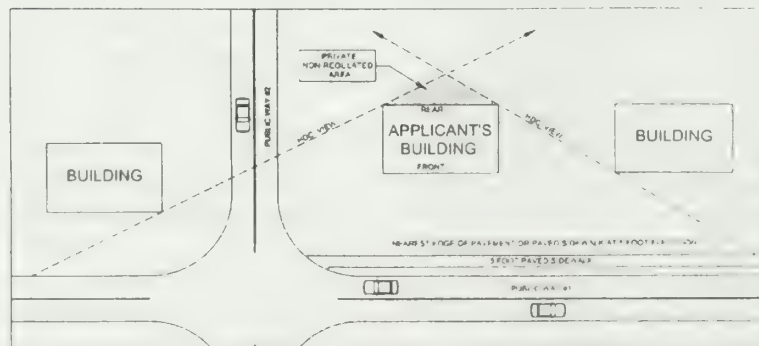
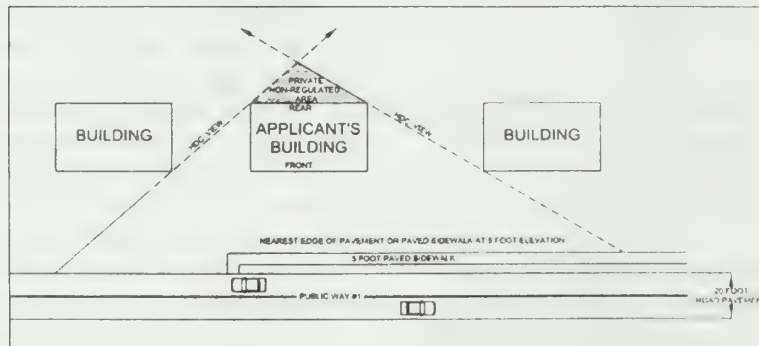
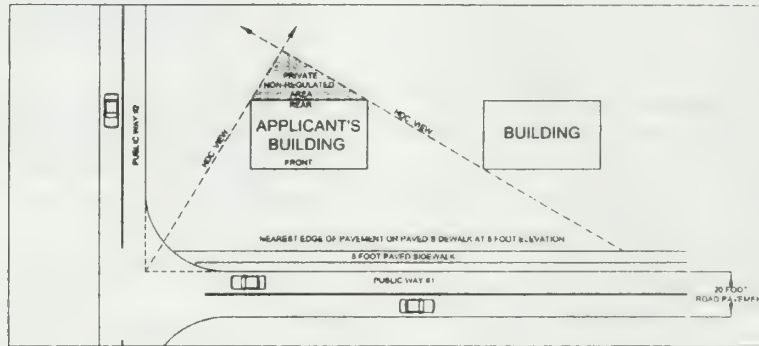
EXTERIOR ARCHITECTURAL FEATURES which will meet the requirements of the DISTRICT. No such design guidelines shall limit the right of an applicant for a CERTIFICATE to present other designs to the COMMISSION for approval.

- 5.4 The COMMISSION shall at the beginning of each fiscal year hold an organizational meeting and elect a Chairman, a Vice Chairman and Secretary, and file notice of such election with the office of the Town Clerk.
- 5.5 The COMMISSION shall keep a permanent public record of its resolutions, transactions, decisions and determinations and of the vote of each member participating therein.
- 5.6 The COMMISSION shall undertake educational efforts to explain to the public and property owners the merits and functions of a DISTRICT.

P6. Alterations and Construction Prohibited Without Certificate

- 6.1 No BUILDING or STRUCTURE, or any part thereof, which is within a DISTRICT shall be CONSTRUCTED or ALTERED in any way which affects the EXTERIOR ARCHITECTURAL FEATURES visible to the unaided eye from any point at a five (5) foot elevation above the surface of the public way, on which the underlying lot or property has frontage, that is no closer to the BUILDING or STRUCTURE than the closest edge of pavement, or paved sidewalk if any unless the COMMISSION shall have first issued a CERTIFICATE with respect to such CONSTRUCTION or ALTERATION, except as this Bylaw otherwise provides.

- 6.1.1 The following conceptual drawings are included to illustrate the review jurisdiction limitation set forth in paragraph 6.1 above: The viewing areas shown would be similarly applied to all buildings or structures on a property.



6.2 Where a lot containing such BUILDING or STRUCTURE has frontage on more than one public way, the COMMISSION shall limit its review powers established under this BYLAW to the public way from which the view of the BUILDING or STRUCTURE is, in the opinion of the COMMISSION, most relevant to the integrity of the DISTRICT. The COMMISSION may, with due notice to the owners of those properties affected, make advance determinations of and provide the Town Clerk a list of its determinations as to which public way views are generally most relevant to the integrity of the various existing BUILDINGS in each DISTRICT. In the event it is proposed to rely upon a different view than the relevant and previously listed view when considering any particular application or complaint as to any BUILDING, the burden is upon the COMMISSION, as part of its decision, to adequately document in writing the reasons therefore.

6.3 No building permit for CONSTRUCTION of a BUILDING or STRUCTURE or for ALTERATION of an EXTERIOR ARCHITECTURAL FEATURE within a DISTRICT and no demolition permit for demolition or removal of a BUILDING or STRUCTURE within a DISTRICT shall be issued by the Town or any department thereof until a CERTIFICATE as required under this Bylaw has been issued by the COMMISSION.

P7. Procedures for Review of Applications

7.1 Any person who desires to obtain a CERTIFICATE from the COMMISSION shall file with the Town Clerk and the COMMISSION an application for a CERTIFICATE of Appropriateness, or non-Applicability or of Hardship as the case may be. The application shall be accompanied by such plans, elevations, specifications, material and other information, including in the case of demolition or removal a statement of the proposed condition and appearance of the property thereafter, as may be reasonably deemed necessary by the COMMISSION to enable it to make a determination on the application. The date of the filing of an application shall be the date on which a copy of such application is received by the office of the Town Clerk.

7.2 The COMMISSION may appoint one or more of its members to initially and privately screen applications for CERTIFICATES to informally determine whether any application includes and/or is submitted with sufficient information upon which the COMMISSION may reasonably take its required actions. Within fourteen (14) days following the first filing of an application for a CERTIFICATE with the Town Clerk, the COMMISSION or its appointee/s may determine without need for a public hearing, that insufficient information has been provided, in which case the application may be once returned to the submitting party, with written advice as to what was considered to be lacking, and the applicant will then thereafter

be required to re-file the application before any further COMMISSION action is required. Any second filing of essentially the same application must be formally acted upon by the COMMISSION as is otherwise provided in this Bylaw.

7.3 The COMMISSION shall determine within fourteen (14) days of the filing of an application for a CERTIFICATE whether said application involves any EXTERIOR ARCHITECTURAL FEATURES which are within the jurisdiction of the COMMISSION.

7.4 If the COMMISSION determines that an application for a CERTIFICATE does not involve any EXTERIOR ARCHITECTURAL FEATURES, or involves an EXTERIOR ARCHITECTURAL FEATURE which is not subject to review by the COMMISSION under the provisions of this Bylaw, the COMMISSION shall forthwith issue a CERTIFICATE of Non-Applicability.

7.5 If the COMMISSION determines that such an application involves any EXTERIOR ARCHITECTURAL FEATURE subject to review under this Bylaw, it shall hold a public hearing on the application, except as may otherwise be provided in this Bylaw. The COMMISSION shall hold such a public hearing within forty-five (45) days from the date of the filing of the application. At least fourteen (14) days before said public hearing, public notice shall be given by posting in a conspicuous place in Town Hall and in a newspaper of general circulation in Acton. Such notice shall identify the time, place and purpose of the public hearing. Concurrently, a copy of said public notice shall be mailed to the applicant, to the owners of all adjoining properties and of other properties deemed by the COMMISSION to be materially affected thereby, all as they appear on the most recent applicable tax list, to the Planning Board, to any person filing a written request for notice of hearings, such request to be renewed yearly in December, and to such other persons as the COMMISSION shall deem entitled to notice.

7.5.1 A public hearing on an application for a CERTIFICATE need not be held if such hearing is waived in writing by all persons entitled to notice thereof. In addition, a public hearing on an application for a CERTIFICATE may be waived by the COMMISSION if the COMMISSION determines that the EXTERIOR ARCHITECTURAL FEATURE involved, or its category, is so insubstantial in its effect on the DISTRICT that it may be reviewed by the COMMISSION without a public hearing. If the COMMISSION dispenses with a public hearing on an application for a CERTIFICATE, notice of such application shall be given to the owners of all adjoining property and of other property deemed by the COMMISSION to be materially affected thereby as

above provided, and ten (10) days shall elapse after the mailing of such notice before the COMMISSION may act upon such application.

7.6 The COMMISSION shall grant a CERTIFICATE, or issue a written decision, within sixty (60) days from the date the pertinent application was filed (or re-filed in the event the application was once returned for lack of information), unless the applicant consents in writing to a specific enlargement of time by which such an issuance may occur. In the absence of any such enlargement of time, should an issuance not be forthcoming within the prescribed time, the applicant is entitled as of right to a CERTIFICATE of Hardship.

7.6.1 If the CONSTRUCTION or ALTERATION for which an application for a CERTIFICATE of Appropriateness has been filed shall be determined to be inappropriate and therefore disapproved, or in the event of an application for a CERTIFICATE of Hardship, the COMMISSION shall determine whether, owing to conditions especially affecting the BUILDING or STRUCTURE involved, but not affecting the DISTRICT generally, failure to approve an application will involve a substantial hardship, financial or otherwise, to the applicant and whether such application may be approved without substantial detriment to the public welfare and without substantial derogation from the intent and purposes of this Bylaw. If the Commission determines that owing to such conditions failure to approve an application will involve substantial hardship to the applicant and approval thereof may be made without such substantial detriment or derogation, the COMMISSION shall issue a CERTIFICATE of Hardship.

7.7 By the concurring vote of at least four members who were present throughout any relevant public hearing and the COMMISSION'S discussion leading up to its finding, the COMMISSION must adopt a specific written findings setting forth the basis on which it was initially determined that the application in question involved an EXTERIOR ARCHITECTURAL FEATURE subject to approval by the COMMISSION and may then:

- A. Grant an appropriate CERTIFICATE for the work to be performed, to remain effective regardless of any subsequent change in the ownership of the property; or
- B. Grant an appropriate CERTIFICATE for the work to be performed, to remain effective regardless of any subsequent change in the ownership of the property, with conditions and limitations requiring architectural or plan modifications as to those matters not excluded under Section P9 of this Bylaw which are within the COMMISSION'S review jurisdiction; or

C. Deny the application with a written statement of the basis for the denial, at which time it may provide written recommendations for changes not excluded from the jurisdiction of the COMMISSION by Section P9 of this Bylaw which, in a subsequent application, might be acceptable to the COMMISSION; or

D. Deny the application with a fact specific written statement of the basis for the denial without further recommendations, if essentially the same application has previously been the subject of a prior denial accompanied by written recommendations pursuant to sub-paragraph 7.7C above.

7.8 Should the COMMISSION, during the course of reviewing an application, find that it does not have review jurisdiction under this Bylaw it shall make an appropriate finding of Non-Applicability.

7.9 Each CERTIFICATE or written decision upon an application by the COMMISSION shall be dated and signed by the Chairperson or such other person as the COMMISSION may designate and shall be deemed issued upon filing with the Town Clerk.

7.10 Each CERTIFICATE or written decision upon an application by the COMMISSION shall be promptly served on the applicant by the Town Clerk who shall promptly forward a copy thereof to the applicant at the address shown on the application, by first class mail, postage prepaid, and a copy shall be further provided to the Building Commissioner, Planning Board and Board of Selectmen.

7.11 Nothing contained in this bylaw shall be deemed to preclude any person contemplating construction or alteration of a BUILDING or STRUCTURE within a DISTRICT from consulting informally with the COMMISSION before submitting any application referred to in this bylaw on any matter which might possibly be within the scope of the Bylaw. Nothing contained in this bylaw shall be deemed to preclude the COMMISSION from offering informal advice to a potential applicant prior to receiving an application. However, any such preliminary advice offered by the COMMISSION shall not be deemed to set a precedent nor in any way limit the COMMISSION in the exercise of its functions under this bylaw.

P8. Criteria for Determinations

8.1 In deliberating on applications for CERTIFICATES, the COMMISSION shall consider, among other things, the historic and architectural value and significance of the site, BUILDING or STRUCTURE; the general design, proportions, detailing, mass, arrangement, texture, and material of the EXTERIOR ARCHITECTURAL FEA-

TURES involved; and the relation of such EXTERIOR ARCHITECTURAL FEATURES to similar features of BUILDINGS and STRUCTURES in the surrounding area.

- 8.2 In the case of new CONSTRUCTION or additions to existing BUILDINGS or STRUCTURES, the COMMISSION shall consider the appropriateness of the scale, shape and proportion of the BUILDINGS or STRUCTURE both in relation to the land area upon which the BUILDING or STRUCTURE is situated and in relation to BUILDINGS and STRUCTURES in the vicinity. The COMMISSION may in appropriate cases impose dimensional and setback requirements in addition to those required by applicable statute or bylaw, however, such requirements shall not further limit the maximum floor area ratio and height of a BUILDING as defined and permitted in the Acton Zoning Bylaw.
- 8.3 When ruling on applications for CERTIFICATES on solar energy systems as defined in Section 1A of Chapter 40A, the COMMISSION shall consider the policy of the Commonwealth of Massachusetts to encourage the use of solar energy systems and to protect solar access.
- 8.4 The COMMISSION shall not consider interior arrangements or architectural features not subject to public view.
- 8.5 The COMMISSION shall not make any recommendation or requirement except for the purpose of preventing developments incongruous to the historic aspects or the architectural characteristics of the surroundings and of the DISTRICT.
- 8.6 The COMMISSION may impose requirements on the screening and location of above ground features of septic systems. Such requirements shall not conflict with requirements of the Acton Board of Health.

P9. Exclusions

- 9.1 The COMMISSION'S review jurisdiction shall not include the following:
 - 9.1.1 Temporary BUILDINGS, STRUCTURES, seasonal decorations or SIGNS subject, however, to conditions pertaining to the duration of existence and use, location, lighting, removal and similar matters as the COMMISSION may reasonably specify.
 - 9.1.2 Terraces, walks, patios, driveways, sidewalks and similar STRUCTURES, provided that any such STRUCTURE is SUBSTANTIALLY AT GRADE LEVEL.

9.1.3 The number of the residents' personally owned or leased and regularly used motor vehicles which may be routinely parked within the boundaries of a residential property. However, in those circumstances and not withstanding the provisions of Section 9.1.2, the COMMISSION shall retain limited review jurisdiction in regard to measures that would minimize the visual impact, as viewed from the public way, of any expansion of, or portions of, driveways or other STRUCTURES SUBSTANTIALLY AT GRADE LEVEL which are intended as parking spaces for more than four (4) motor vehicles.

9.1.4 Storm windows and doors, screen windows and doors, and window air conditioners.

9.1.5 The color of paint applied to the exterior surfaces of BUILDINGS or STRUCTURES.

9.1.6 The color of materials used on roofs.

9.1.7 Signs of not more than two (2) square feet in DISPLAY AREA in connection with use of a residence for a customary home occupation or for professional purposes, provided only one such sign is displayed in connection with each residence and if illuminated is illuminated only indirectly; and one sign in connection with the nonresidential use of each BUILDING or STRUCTURE which is not more than six (6) square feet in DISPLAY AREA, consists of letters painted on wood without symbol or trademark and if illuminated is illuminated indirectly.

9.1.8 The reconstruction, substantially similar in exterior design, of a BUILDING, STRUCTURE or EXTERIOR ARCHITECTURAL FEATURE damaged or destroyed by fire, storm, or other disaster, provided such reconstruction is begun within one year thereafter and carried forward with due diligence.

9.1.9 The point of access served by handicapped access ramps designed solely for the purpose of facilitating ingress or egress of a physically handicapped person, as defined in M.G.L. c.22 s13A.

9.1.10 Non-traditional material(s), providing that the difference between such material(s) and traditional material(s) cannot, upon review by the COMMISSION, be reasonably discerned by the unaided eye from the viewpoint(s) upon which the COMMISSION'S power of review is based.

9.2 Nothing in this Bylaw shall be construed to prevent the following;

9.2.1 Ordinary maintenance, repair or replacement of any EXTERIOR ARCHITECTURAL FEATURE within a DISTRICT which does not Involve a change in design, material or the outward appearance thereof.

9.2.2 Landscaping with plants, trees or shrubs.

9.2.3 The meeting of requirements certified by a duly authorized public officer to be necessary for public safety because of an unsafe, unhealthful or dangerous condition.

9.2.4 Any CONSTRUCTION or ALTERATION under a permit duly issued prior to the effective date of this Bylaw.

9.3 Upon request the COMMISSION shall issue a CERTIFICATE of Non-Applicability with respect to CONSTRUCTION or ALTERATION in any category not subject to review by the COMMISSION in accordance with the above provisions.

P10. Categorical Approval

10.1 The COMMISSION may determine from time to time after a public hearing, duly advertised and posted at least fourteen (14) days in advance in a conspicuous place in Town Hall and in a newspaper of general circulation in Acton, that certain categories of EXTERIOR ARCHITECTURAL FEATURES, STRUCTURES or BUILDINGS under certain conditions may be CONSTRUCTED or ALTERED without review by the COMMISSION without causing substantial derogation from the intent and purpose of this Bylaw.

P11. Enforcement and Penalties

11.1 No Building Permit shall be issued for the CONSTRUCTION or ALTERATION of any BUILDING or STRUCTURE wholly or partially in a DISTRICT unless a CERTIFICATE has first been issued by the COMMISSION when such a CERTIFICATE is required by this Bylaw.

11.2 No ALTERATION or CONSTRUCTION of any BUILDING or STRUCTURE wholly or partially in a DISTRICT for which a CERTIFICATE is required by this Bylaw shall deviate from the terms and conditions of such a CERTIFICATE.

11.3 The Building Commissioner of the Town of Acton shall enforce this Bylaw upon a determination by the COMMISSION that a violation exists, and subject to the approval of the Board of Selectmen, may institute proceedings in Superior Court pursuant to M.G.L. c.40C § 13 for injunctive or other relief and/or imposition of fines.

11.4 The COMMISSION, upon a written complaint challenging some enforcement action by the Building Commissioner, received by the Town Clerk within five (5) days following such decision, by a PERSON AGGRIEVED, or other citizen of or property owner in the Town of Acton, shall hold a timely public hearing to determine whether or not the Building Commissioner's action should be upheld, in whole or in part.

11.5 Whoever violates any of the provisions of this Bylaw shall be punishable by a fine of not less than \$10.00 nor more than \$500.00 for each offense under the provisions of M.G.L. c.40 § 13, or alternatively under #E45 of the Town of Acton Bylaws. Each day during any portion of which such violation continues to exist shall constitute a separate offense.

P12. Appeals

12.1 An appeal of a determination of the COMMISSION, except as to the propriety of a decision to invoke the provisions of M.G.L. c. 40C § 13 (institution of an action in Superior Court) by the Building Commissioner, may be taken by a PERSON AGGRIEVED by filing a written request with the Town Clerk, acting as an agent of the COMMISSION, within twenty (20) days of the issuance of a CERTIFICATE or a disapproval. In the event of such an appeal, the Acton Town Manager, or his delegate, shall make a timely request to the Metropolitan Area Planning Council that it promptly designate an arbitrator(s) with competence and experience in such matters to hear such an appeal. If such a person(s) is/are so designated he/she/they must hear the appeal in a timely manner and issue a written decision within forty-five (45) days of the request as specified in M.G.L. c. 40C § 12. The arbitration decision shall be binding on the parties, unless a Complaint seeking a further appeal is filed in Superior Court within twenty (20) days from the filing of the arbitration decision with the Town Clerk, pursuant to M.G.L. c. 40 § 12A.

P13. Validity and Separability

13.1 The provisions of this Bylaw shall be deemed to be separable. If any of its provisions, sections, subsections, sentences or clauses shall be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of this Bylaw shall continue to be in full force and effect.

P14. Appendices

Appendix 1: South Acton District

The South Acton District shall be a DISTRICT area under this Bylaw. The location and boundaries of the South Acton District are defined and shown on the Local Historic District

Map of the Town of Acton, Sheet 1 - 1990 which is a part of this bylaw. Sheet 1 is based on the 1989 Town Atlas. The delineation of the DISTRICT area boundaries is based on the parcel boundaries then in existence and shown therein, except as otherwise apparent on Sheet 1.

Appendix 2: Acton Centre District

The Acton Centre District shall be a DISTRICT area under this Bylaw. The location and boundaries of the Acton Centre District are defined and shown on the Local Historic District Map of the Town of Acton, Sheet 2 - 1990 which is a part of this bylaw. Sheet 2 is based on the 1989 Town Atlas. The delineation of the DISTRICT area boundaries is based on the parcel boundaries then in existence and shown therein, except as otherwise apparent on Sheet 2.

Appendix 3: West Acton District

The West Acton District shall be a DISTRICT area under this Bylaw. The location and boundaries of the West Acton District are defined and shown on the Local Historic District Map of the Town of Acton, Sheet 3 - 1990 which is a part of this Bylaw. Sheet 3 is based on the 1989 Town Atlas. The delineation of the DISTRICT area boundaries is based on the parcel boundaries then in existence and shown therein, except as otherwise apparent on Sheet 3.

, or take any other action relative thereto.

MOTION

Mr. Hunter moves in the words of the article

MOTION CARRIES UNANIMOUSLY

MOTION

Mr. Ashton moves to adjourn this Town Meeting at 10:38 PM until after the close of the Special Town Meeting of April 2, 2002 at the Acton Boxborough Regional High School auditorium.

MOTION CARRIES UNANIMOUSLY

THE MODERATOR CALLS THE ADJOURNED SESSION OF THE ANNUAL TOWN MEETING TO ORDER AT 9:00 PM, ON APRIL 2, 2002

ARTICLE 15 NEW PERSONNEL
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$60,000, or any other sum, to fund the position of Information Technology Systems Technician, or take any other action relative thereto.

MOTION

Mr. Shupert moves that the Town raise and appropriate \$60,000, to be expended by the Town Manager, for the purpose of new personnel salaries set forth in this article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 26 COMPUTERIZED FINANCIAL SOLUTION TO BE UTILIZED BY THE TOWN OF ACTON INCLUSIVE OF THE ACTON PUBLIC SCHOOLS AND THE ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
(Two-thirds Vote Required)

To see if the Town will raise and appropriate, appropriate from available funds or borrow a sum of money to be expended by the Town Manager for the purpose of purchasing a computerized financial package for the Town, and to authorize the Town Manager to enter into an agreement with the Acton Public Schools and the Acton-Boxborough Regional School District for joint use and sharing of costs of such system, including costs incidental and related thereto, and to authorize the Town Manager to apply for, accept and expend any federal, state or other grants that may be available for the project, or take any other action relative thereto.

MOTION

Mr. Ashton moves that the Town appropriate \$700,000 for the purchase of a computer-assisted integrated financial and accounting system, including costs incidental and related thereto;

That to raise such amount, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$700,000 under Massachusetts General Law, Chapter 44, as amended;

That the Town Manager is authorized to enter into all necessary agreements with the Acton-Boxborough Regional School District for joint use and sharing of costs, and to apply for, accept and expend any Federal, State or other grants that may be available for this purpose;

And that the Town raise and appropriate \$225,000 to pay for the principal of and the interest on the borrowing authorized by this vote for such project, and to pay annual recurring costs incidental and related thereto.

MOTION CARRIES UNANIMOUSLY

ARTICLE 27 INFORMATION TECHNOLOGY ORGANIZATION CONSULTANT
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$25,000, or any other sum, to be expended by the Town Manager, for the purpose of procuring the services of an Information Technology Organizational Consultant for the Town, and to authorize the Town Manager to enter into an agreement with the Acton Public Schools and the Acton-Boxborough Regional School District, for joint use and sharing of costs including costs incidental and related thereto, and to authorize the Town Manager to apply for, accept and expend any Federal, State or other grants that may be available for the project, or take any other action relative thereto.

MOTION

Mr. Lindgren moves that the Town raise and appropriate \$25,000, to be expended by the Town Manager, for the purpose of procuring the services of an Information Technology Organizational Consultant;

And that the Town Manager is authorized to enter into all necessary agreements with the Acton-Boxborough Regional School District for joint use and sharing of costs, and to apply for, accept and expend any Federal, State or other grants that may be available for this purpose.

MOTION CARRIES UNANIMOUSLY

ARTICLE 29 MINUTEMAN REGIONAL SCHOOL ASSESSMENT
(Majority Vote Required)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$771,713, or any other sum, to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

MOTION

Mr. Olmstead moves that the Town raise and appropriate \$771,713 for the purpose of funding the assessment of the Minuteman Regional Vocational Technical School District for the period July 1, 2002 to June 30, 2003.

MOTION CARRIES UNANIMOUSLY

ARTICLE 32 ADOPTION OF THE COMMUNITY PRESERVATION ACT
(Majority Vote Required)

To see if the Town will vote to accept sections 3 to 7 inclusive of Chapter 44B of the Massachusetts General Laws (MGL) otherwise known as the "Community Preservation Act",

by approving a surcharge and exemptions to the surcharge as permitted by the Act contingent upon the voters of the Town of Acton approving a ballot question on the November 5, 2002 election. Pursuant to section 3(f) of Chapter 44B the ballot question shall read "Shall the Town of Acton accept section 3 to 7 inclusive of Chapter 44B of the General Laws, as approved by Town Meeting on April 1, 2002, as a summary which appears below, or take any other action relative thereto.

MOTION

Mr. Foster moves that the Town vote to accept sections 3 to 7, inclusive, of Massachusetts General Law, Chapter 44B, otherwise known as the "Community Preservation Act;"

That the Town approve a 1.5% surcharge on the real property annual tax levy that shall be dedicated to the fund;

That the Town approve two exemptions, that the first \$100,000 of property value is exempt from the surcharge as provided in Section 3(e)(3) of the Act, and that the Town approve the Low Income and Senior Exemption as provided by Section 3(e)(1) of the Act;

And that such action shall be contingent upon the voters of the Town of Acton approving a ballot question on the November 5, 2002 election, that, pursuant to section 3(f) of Chapter 44B, shall read "Shall the Town of Acton accept sections 3 to 7, inclusive of Chapter 44B of the General Laws, as approved by Town Meeting on April 1, 2002, a summary of which appears below?"

MOTION CARRIES

ARTICLE 33 AMENDTOWNBY-LAWS, COMMUNITY PRESERVATION COMMITTEE
(Majority Vote Required)

To see if the Town will vote to amend the Town By-laws by creating a new section as follows:

Section S
Community Preservation Committee

Section 1. Establishment; appointment of members; membership; terms of office

1.1 There is hereby established, pursuant to the Community Preservation Act, a Community Preservation Committee ("Committee") consisting of nine (9) voting members. The composition of the Committee, the appointing authority and the terms of office for the Committee members shall be as follows:

One member of the Conservation Commission as designated by the Conservation Commission for a term of three years;

One member of the Historical Commission as designated by the Historical Commission for a term of three years;

One member of the Planning Board as designated by the Planning Board for an initial term of two years and thereafter a term of three years;

One member of the Recreation Commission as designated by the Recreation Commission for an initial term of two years and thereafter a term of three years;

One member of the Housing Authority as designated by the Housing Authority for a term of three years;

One member of the Board of Selectmen as designated by the Board of Selectmen for an initial term of one year and thereafter for a term of three years;

Three members to be appointed by the Board of Selectmen who are citizens of the Town of Acton, two members to be appointed for one year and thereafter for a term of three years, and one member to be appointed for two years and thereafter for a term of three years.

- 1.2 If a person designated by one of the boards, commissions, or authorities set forth above, no longer serves on the appointing authority, the appointing authority may appoint a new member to complete that term if the existing member no longer wishes to serve on the Committee. Otherwise, that member may complete his or her term on the Committee. If any of the commissions, boards or authorities listed in this section no longer be in existence for whatever reason, the Board of Selectmen shall appoint a person with similar experience and responsibilities to serve in his or her place.

Section 2: Meetings; quorum; chairman

- 2.1 The Committee shall comply with the provisions of the Open Meeting Law (MGL c. 39 §23B). The Committee shall not meet or conduct business without the presence of a quorum, which shall be a majority of members of the Committee. The Committee shall approve its actions by a majority vote of the members present, except as otherwise required by law.
- 2.2 At the first meeting of each fiscal year, the Committee shall elect a chairperson and a clerk by a majority vote.

Section 3: Duties

- 3.1 The Committee shall study the needs, possibilities, resources, and preferences of the town regarding community preservation. The Committee shall consult with existing municipal boards, including, but not limited to, the Conservation Commission, Historical Commission, Historic District Commission, Planning Board, Recreation

Commission, Housing Authority, Acton Community Housing Corporation, Finance Committee and Board of Selectmen in conducting such study. The Committee may consult with other town boards, committees, and commissions as it sees fit. The Committee shall hold at least one (1) public informational hearing each year on the needs, possibilities and resources of the town regarding community preservation for which it shall publicly post notice by the Town Clerk and publish such notice in a newspaper of general circulation in town for each of the two weeks preceding the hearing.

- 3.2 The Committee shall make recommendations in proper form to the Town Meeting for the acquisition, creation, and preservation of open space; for the acquisition and preservation of historic resources; for the creation, preservation, and support of community housing, for the acquisition, creation, and preservation of land for recreational use; and for the rehabilitation or restoration of such open space, historic resources, land for recreational use, and community housing that is acquired or created with funds received in accordance with the Community Preservation Act, MGL Chapter 44B, Sections 3 to 7. With respect to community housing, the Committee shall recommend, whenever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.
- 3.3 The Committee shall engage in public discussion of all proposed acquisitions prior to the Town Meeting at which such acquisitions will be considered.
- 3.4 In each fiscal year, the Committee shall recommend spending, or setting aside for later spending, not less than 10% of the annual revenues in the Community Preservation Fund for each of open space (not including land for active recreation purposes), historic resources, and community housing. The Committee may also recommend an appropriation of not more than 5% of the annual revenues of the Community Preservation Fund for the Committee's administrative and operating expenses. The Committee shall report each year to the Town Meeting on its actual expenditures and anticipated expenditures for administration and operating costs.
- 3.5 The Committee may recommend to Town Meeting that funds be set aside for later spending for specific purposes consistent with the Community Preservation Act, when sufficient revenues are not then available in the Community Preservation Fund, or for general purposes that are consistent with Community Preservation.
- 3.6 Recommendations to Town Meeting shall include the anticipated costs of the proposed appropriation consistent with the Community Preservation Act and a description of the project. In addition to approving appropriations from the Community Preservation Fund as recommended by the

Committee, Town Meeting may approve such additional appropriations to meet the objectives of the Community Preservation Act as it deems appropriate.

- 3.7 The Committee may recommend to Town Meeting that it authorize the taking of the fee or any other interest in real property, in accordance with Chapter 79 of the Massachusetts General laws for any of the purposes of the Community Preservation Act.
- 3.8 The Committee shall keep a full and accurate account of all of its actions including its recommendations and the action taken on them, and records of all appropriations or expenditures made from the Community Preservation Fund. The records of the Committee shall be public records, to the full extent provided by law.

Section 4: Town Meeting, Legislative Body

- 4.1 All duties and responsibilities of the legislative body as set forth in the Community Preservation Act shall be vested in the Town of Acton's legislative body, Town Meeting.
- 4.2 In performing the duties and responsibilities of the legislative body as set forth in the Community Preservation Act, Town Meeting shall act pursuant to and in accordance with the requirements of the Community Preservation Act, the Town of Acton Charter and any applicable Town of Acton Bylaws, as from time to time amended.
- 4.3 Subject to and without limitation of the foregoing, in performing the duties and responsibilities of the legislative body as set forth in the Community Preservation Act, Town Meeting shall, in its sole and absolute discretion, have the power and authority to accept, reject, or modify, in whole or part, any recommendation of the Community Preservation Committee.

Section 5: Amendments

- 5.1 This Chapter may be amended from time to time by a majority vote of the Town Meeting, provided that such amendments would not cause a conflict to occur with the Community Preservation Act.

Section 6: Severability

- 6.1 In case any section, paragraph or part of this chapter be for any reason declared invalid or unconstitutional by any court of last resort, every other section, paragraph or part shall continue in full force and effect.

Section 7: Effective Date

- 7.1 This chapter shall take effect upon approval by the Attorney General of the Commonwealth and after all requirements of MGL Chapter 40, §32 and Chapter 44B Section 3-7

inclusive have been met. Each appointing authority shall have 30 days after approval by the Attorney General and the town election whichever come later to make its appointments.,

or take any other action relative thereto.

MOTION

Mr. Ashton moves in the words of the article.

MOTION TO AMEND

MS PROBST moves to amend the motion by adding the words "and preferences" in Section 3 Duties, 3.1 after the word resources in the first sentence.

AMENDMENT CARRIES UNANIMOUSLY

AMENDED MOTION CARRIES UNANIMOUSLY

ARTICLE 34** SALE OF FORECLOSED PROPERTIES (Majority Vote Required)

To see if the Town will vote to authorize the Board of Selectmen to dispose of foreclosed properties acquired by the Town for nonpayment of taxes in accordance with provisions of the General Laws, or take any other action relative thereto.

CONSENT MOTION CARRIES

ARTICLE 35** STREET ACCEPTANCE (Two-thirds Vote Required)

To see if the Town will accept as public ways the following streets or portions thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in said streets and associated parcels of land by eminent domain or otherwise, including easements for drainage, utility, sidewalk or other purposes as shown on said plans or described in the Orders of Layout:

In the ACORN PARK PHASE III SUBDIVISION

PALMER LANE – from the easterly sideline of Acorn Park Drive a distance of 692 feet, more or less, in an easterly and southerly direction, to the end of a T-shaped turnaround, including the turnaround, this being the entire road

In the WESTSIDE VILLAGE SUBDIVISION

WESTSIDE DRIVE – from the westerly sideline of Sudbury Road a distance of 470 feet, more or less, in a westerly direction to the westerly sideline of a 70.00-foot radius cul-de-

sac, including the cul-de-sac and Parcel A, this being the entire road

In the ISAAC DAVIS PARK SUBDIVISION

KEIZER PATH – from the easterly sideline of Revolutionary Road a distance of 247 feet, more or less, in an easterly direction to land of the Town of Acton, this being the entire road. The intended use of Keizer Path is as a pedestrian way,

or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 36** ACCEPTANCE OF LAND GIFT– MINOT AVE.
(Majority Vote Required)

To see if the Town will vote to accept as a gift from James and Dr. Mary Donald a parcel of vacant land on Minot Avenue shown as Lot A, consisting of 11.2 acres on a plan entitled “Plan of Land in Acton, MA, Prepared For: Sudbury Valley Trustees, Date 5 December 2001”, said parcel is also shown on Map F-3 of the Town Atlas as a portion of Parcel 78, for an addition to the Acton Arboretum, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 37** ACCEPTANCE OF LAND GIFT- 28 MAPLE STREET
(Majority Vote Required)

To see if the Town will vote to accept as a gift from Gary E. Oldenburg, L&G Realty, LLC of Parcel H2.A-41-5 of vacant land on Maple Street, this gift to be effective June 30, 2002 pursuant to all taxes being paid in full, or take any other action relative thereto.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 38 USE OF FUNDS TO REDUCE THE TAX RATE – FREE CASH
(Majority Vote Required)

To see if the Town will determine an amount of Free Cash which shall be used for the purpose of reducing the Tax Rate for the fiscal year beginning July 1, 2003, or take any other action relative thereto.

MOTION

Mr. Ashton moves to dissolve this annual town meeting 11:35 PM

MOTION CARRIES UNANIMOUSLY

Tellers

- | | |
|----------------------------|----------------|
| William Cady - Head Teller | Ann Chang |
| Brewster Conant | Tom Geagan |
| Carolyn Gray | Connie Huber |
| Charles Husbands | Charles Kadlec |
| Ani Uriarte | Jack Whittier |
| Ed Richter | Anne Kadlec |
| Deena Ferrara | Robert Ferrara |
| Jeff Bergart | Gail Sawyer |
| Robert Ferrara | |

MOTION

Mr. Hunter moves to take no action.

MOTION CARRIES UNANIMOUSLY

SPECIAL TOWN MEETING HELD APRIL 2, 2002

AT THE ACTON-BOXBOROUGH HIGH SCHOOL
AUDITORIUM

Number of Registered voters attending Town Meeting
846

The Moderator, Donald MacKenzie, calls the meeting to
order at 7:00 PM

ARTICLE 1 **Demolish the Towne School** (2/3 Vote Required)

To see if the Town will vote to demolish the Towne School
Building in its entirety and to appropriate \$250,000 and to raise
such amount from free cash and to transfer the entire land area
adjoined to the Towne School Building to the Acton Public
Schools and to reuse that property for educational purposes, or
take any other action relative thereto.

MOTION

Mrs. Upham moves that the Town vote to:

- (a) transfer from the Town back to the School Committee
the Towne School Building and any and all property
on which is presently located the Towne School
Building which was transferred from the School
Committee to the Town pursuant to the motion
adopted under Article 38 at the 2001 Annual Town
Meeting,
- (b) authorize and instruct the School Committee to
secure all necessary permits and approvals and take
all necessary steps to demolish the Towne School
Building in its entirety, and
- (c) to appropriate \$250,000 to be expended under the
direction of the School Committee for that purpose,
and
- (d) raise such amount from free cash, and
- (e) upon such transfer and demolition, hold said
property under the care, custody and control of the
School Committee for such educational purposes
as the School Committee shall from time to time
determine.

VOTE 809 YES 342 NO 467

MOTION LOST

MOTION

Mr. Ashton, Chairman of the Board of Selectmen, moves
to dissolve this meeting at 9:00 PM

MOTION CARRIES UNANIMOUSLY

SPECIAL TOWN MEETING HELD OCTOBER 15, 2002

AT THE ACTON-BOXBOROUGH HIGH SCHOOL
AUDITORIUM

Number of Registered voters attending Town Meeting
360

The Moderator, Donald MacKenzie, calls the meeting to
order at 7:05 PM

The Moderator requests the Chairman of the Board of
Selectmen William (Trey) Shepert to introduce the officials
present:

Board members; F. Dore Hunter, Peter Ashton, Walter M.
Foster and Pamela Harting-Barrat, Town Clerk Edward Ellis,
Town Counsel Mike Callaghan.

Finance Committee; John Ryder, Herman Kabakoff, Rheta
Roeber, John Prendiville and Jonathan Chinitz. Police Chief
Frank Widmayer, Fire chief Robert Craig.

The Moderator reads the article

ARTICLE 1 **Public Safety Facilities Building** (2/3 Vote Required)

To see if the Town will appropriate \$6.4 million for
designing, constructing, originally equipping and furnishing
a Public Safety building including costs incidental and related
thereto; and that to meet this appropriation the Treasurer with
the approval of the Board of Selectmen is authorized to borrow
\$6.4 million under Chapter 44 of the General Laws; and that the
Town Manager is authorized to take any other action necessary
to carry out this project, including but not limited to, demolition
of the existing police station and applying for and accepting any
governmental or private monies; provided however this vote
shall not take effect until the Town votes to exempt from the
limitation on total taxes imposed by G.L. c.59, §21C (Proposi-
tion 2 1/2) amounts required to pay the principal of and interest
on the borrowing authorized under this article, or take any other
action relative thereto.

MOTION:

(1) **Mr. Shupert** moves the Town appropriate \$6.4 million
for designing, constructing, originally equipping and furnishing
a Public Safety Building including costs incidental and related
thereto;

(2) and that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$6.4 million under Chapter 44 of the General Laws;

(3) and that the Town Manager is authorized to take any other action necessary to carry out this project, including but not limited to, demolition of the existing police station and applying for and accepting any governmental or private monies;

(4) provided however this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59,§21C (Proposition 2 1/2) amounts required to pay the principal of and interest on the borrowing authorized under this article.

Motion:

Mr. Kadlec moves to amend the motion by deleting the word “ \$6.4 million” in line one of section one and line two section two and replacing them with the word “\$6.0 million “

AMENDED MOTION IS LOST

ORIGINAL MOTION CARRIES

VOTE	Yes 225	No 12
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ARTICLE 2 HOME RULE PETITION TO THE GENERAL COURT CONCERNING THE TOWNE SCHOOL BUILDING
(Majority Vote Required)

To see if the Town will petition the General Court to adopt a home rule act authorizing the Board of Selectmen to lease, for a term of up to 50 years, the historic Towne School building and so much land surrounding and providing access to it as has been agreed by the School Committee and Board of Selectmen, for the purpose of preserving the building and rehabilitating it for low and moderate income housing, upon such terms and conditions as the Board of Selectmen may determine, in substantially the form set forth below:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. The Town of Acton is hereby authorized to lease the historic Towne School building and so much land surrounding and providing access to the building as is set forth in the votes of the School Committee and the Board of Selectmen, for a term of not more than 50 years, for the purpose of preserving the building and adapting it for residential use, including but not limited to low and moderate income housing use.

Section 2. Notwithstanding any other provisions of law, including General Laws Chapter 30B, the Board of Selectmen is authorized to issue a request for proposals for such purposes, to determine the terms and conditions of such request, to accept any proposal or negotiate changes in any proposal, or to reject all proposals, as they determine to be in the best interests of the Town, and to take all others actions as may be necessary or desirable to carry out such project.

Section 3. This act shall take effect upon its passage.

MOTION:

Mr. Ashton moves the Town to petition the General Court to adopt a home rule act in substantially the form set forth below:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. The Town of Acton is hereby authorized to lease the historic Towne School building and so much land surrounding and providing access to the building as is set forth in the votes of the School Committee and the Board of Selectmen, for a term of not more than 50 years, for the purpose of preserving the building and adapting it for residential use, including but not limited to low and moderate income housing use.

Section 2. Notwithstanding any other provisions of law, including General Laws Chapter 30B, the Board of Selectmen is authorized to issue a request for proposals for such purposes, to determine the terms and conditions of such request, to accept any proposal or negotiate changes in any proposal, or to reject all proposals, as they determine to be in the best interests of the Town, and to take all others actions as may be necessary or desirable to carry out such project.

Section 3. This act shall take effect upon its passage.

VOTE	Yes 165	No 3
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MOTION CARRIES

MOTION:

Mr. Shupert, Chairman of the Board of Selectmen, moves to dissolve this meeting at 9:00 PM

MOTION CARRIES UNANIMOUSLY

Tellers

William Cady - Head Teller	Jack Whittier
Anne Kadlec	Gail Sawyer
Ann Chang	Jeff Bergart
Brewster Conant	Charles Kadlec
Carolyn Gray	

TOWN ELECTIONS AND STATISTICS

ANNUAL TOWN ELECTION MARCH 26, 2002

Vote Count	Pct 1	Pct 2	Pct 3	Pct4	Pct5	Pct6	Total	%
Machine 9:00 Am	22	52	58	49	33	56	270	2%
12:00 Pm	46	148	154	110	100	136	694	6%
3:00 Pm	71	207	228	157	145	185	993	8%
6:00 Pm	131	305	355	244	245	305	1585	14%
Machine Total — Final	159	347	398	288	271	335	1798	15%
Hand Count (Red Strip)	0	0	1	1	0	0	2	
Total Voted	159	347	399	289	271	335	1800	15%
Total # Registered Voters —	1683	1945	2235	1974	1972	1875	11688	
MODERATOR								
Blanks	23	37	53	38	25	37	213	12%
Donald Mackenzie	136	308	344	251	246	294	1579	88%
Scattered	0	2	2	0	0	4	8	0%
Total	159	347	399	289	271	335	1800	100%
SELECTMAN								
Blanks	38	66	88	88	71	80	431	12%
F. Dore Hunter	111	230	233	143	154	179	1050	29%
William H. Shupert III	107	249	280	177	166	206	1185	33%
Gena G. Manalan	62	146	194	170	148	204	924	26%
Scattered	0	3	3	0	3	1	10	0%
Total	318	694	798	578	542	670	3600	100%
SCHOOL COMMITTEE (2)								
Blanks	91	193	230	185	163	224	1086	30%
Maryann B. Ashton	116	266	284	201	205	235	1307	36%
Jeffrey C. Vandegrift	111	234	281	192	172	208	1198	33%
Scattered	0	1	3	0	2	3	9	0%
Total	318	694	798	578	542	670	3600	100%
TRUSTEE, MEMORIAL LIBRARY								
Blanks	25	54	80	63	56	64	342	19%
Francis M.. Joyner, Jr.	134	292	318	226	214	271	1455	81%
Scattered	0	1	1	0	1	0	3	0%
Total	159	347	399	289	271	335	1800	100%
ACTON HOUSING AUTHORITY								
Blanks	30	61	81	73	55	70	370	21%
Jean B. Schoch	129	286	317	216	215	265	1428	79%
Scattered	0	0	1	0	1	0	2	0%
Total	159	347	399	289	271	335	1800	100%

Vote Count	Pct 1	Pct 2	Pct 3	Pct4	Pct5	Pct6	Total	%
WATER SUPPLY DIST.								
Moderator								
Blanks	28	58	86	71	52	65	360	20%
Richard O'Brien	131	288	311	218	219	268	1435	80%
Scattered	0	1	2	0	0	2	5	0%
Total	159	347	399	289	271	335	1800	100%
COMMISSIONER								
Blanks	30	69	99	75	61	75	409	23%
Stephen C. Stuntz	129	278	297	214	210	260	1388	77%
Scattered	0	0	3	0	0	0	3	0%
Total	159	347	399	289	271	335	1800	100%
CLERK								
Blanks	27	55	76	62	51	61	332	18%
Charles E. Orcutt III	132	292	321	227	220	274	1466	81%
Scattered	0	0	2	0	0	0	2	0%
Total	159	347	399	289	271	335	1800	100%

STATE PRIMARY

SEPTEMBER 17, 2002

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
Machine 9:00 AM	72	90	122	108	117	92	601	5%
12:00 PM	152	207	312	263	263	222	1,419	12%
3:00 PM	274	322	467	375	371	373	2,182	18%
6:00 PM	374	458	396	542	527	531	2,828	24%
Machine Total - Final	491	620	910	749	686	664	4,120	35%
Hand Count (red strip)	1	19	3	1	2	2	28	
Total Voted	492	639	913	750	688	666	4,148	35%
Total # Registered Voters -	1,749	1,968	2,255	2,006	2,018	1,903	11,899	

DEMOCRAT

SENATOR IN CONGRESS

Blanks	32	43	70	51	59	46	301	10%
John F. Kerry	297	365	580	485	457	388	2,572	89%
Scattered	0	2	4	3	1	0	10	0%
Total	329	410	654	539	517	434	2,883	100%

GOVERNOR

Blanks	3	4	5	6	5	1	24	1%
Thomas F. Birmingham	19	37	60	59	47	37	259	9%
Steven Grossman	0	2	3	7	7	3	22	1%
Shannon P. O'Brien	141	116	235	169	182	161	1,004	35%
Robert B. Reich	126	153	227	189	189	164	1,048	36%
Warren E. Tolman	40	98	121	108	86	68	521	18%
Scattered	0	0	3	1	1	0	5	0%
Total	329	410	654	539	517	434	2,883	100%

LIEUTENANT GOVERNOR

Blanks	43	56	90	78	84	57	408	14%
Christopher F. Gabrieli	115	119	200	165	155	140	894	31%
Lois G. Pines	134	183	270	209	213	183	1,192	41%
John P. Slattery	37	50	90	85	65	53	380	13%
Scattered	0	2	4	2	0	1	9	0%
Total	329	410	654	539	517	434	2,883	100%

ATTORNEY GENERAL

Blanks	75	96	148	128	134	92	673	23%
Thomas F. Reilly	254	313	504	409	382	342	2,204	76%
Scattered	0	1	2	2	1	0	6	0%
Total	329	410	654	539	517	434	2,883	100%

SECRETARY OF STATE

Blanks	78	98	167	147	160	106	756	26%
William Francis Galvin	251	310	484	390	357	328	2,120	74%
Scattered	0	2	3	2	0	0	7	0%
Total	329	410	654	539	517	434	2,883	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
TREASURER								
Blanks	71	96	179	161	119	110	736	26%
Michael P. Cahill	52	42	78	66	66	49	353	12%
Timothy P. Cahill	92	128	186	150	151	128	835	29%
Stephen J. Murphy	22	21	33	37	30	34	177	6%
James W. Segel	92	122	177	124	151	112	778	27%
Scattered	0	1	1	1	0	1	4	0%
Total	329	410	654	539	517	434	2,883	100%
AUDITOR								
Blanks	98	136	224	176	185	132	951	33%
A. Joseph DeNucci	230	273	428	362	332	302	1,927	67%
Scattered	1	1	2	1	0	0	5	0%
Total	329	410	654	539	517	434	2,883	100%
REPRESENTATIVE IN CONGRESS								
Blanks	53	70	87	92	89	56	447	16%
Martin T. Meehan	275	338	562	442	428	377	2,422	84%
Scattered	1	2	5	5	0	1	14	0%
Total	329	410	654	539	517	434	2,883	100%
COUNCILLOR								
Blanks	112	169	264	217	223	161	1,146	40%
Marilyn M. Petitto Devaney	217	241	388	321	294	273	1,734	60%
Scattered	0	0	2	1	0	0	3	0%
Total	329	410	654	539	517	434	2,883	100%
SENATOR IN GENERAL COURT								
Blanks	47	73	92	64	85	59	420	15%
Pamela P. Resor	281	336	557	472	432	375	2,453	85%
Scattered	1	1	5	3	0	0	10	0%
Total	329	410	654	539	517	434	2,883	100%
REPRESENTATIVE ON GENERAL COURT								
14th Middlesex District								
Blanks	80	127	XX	XX	XX	126	333	28%
Cory Atkins	248	270	XX	XX	XX	304	822	70%
Scattered	1	13	XX	XX	XX	4	18	2%
Total	329	410	0	0	0	434	1,173	100%
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District								
Blanks	XX	XX	30	32	33	XX	95	6%
James B. Eldridge	XX	XX	378	360	315	XX	1,053	62%
Ronald Lamothe	XX	XX	5	6	2	XX	13	1%
Paul E. Linet	XX	XX	213	105	124	XX	442	26%
David "Doc" L. Westerling	XX	XX	26	32	43	XX	101	6%
Scattered	XX	XX	2	4	0	XX	6	0%
Total	0	0	654	539	517	0	1,710	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
DISTRICT ATTORNEY								
Blanks	79	92	155	129	134	108	697	24%
Martha Coakley	249	317	496	408	383	326	2,179	76%
Scattered	1	1	3	2	0	0	7	0%
Total	329	410	654	539	517	434	2,883	100%
REGISTER OF PROBATE								
Blanks	85	104	172	150	141	98	750	26%
John R. Buonomo	52	51	112	77	78	61	431	15%
Diane Poulos Harpell	173	231	329	267	270	252	1,522	53%
Ed McMahon	19	24	40	43	28	22	176	6%
Scattered	0	0	1	2	0	1	4	0%
Total	329	410	654	539	517	434	2,883	100%
REPUBLICAN								
SENATOR IN CONGRESS								
Blanks	158	219	233	201	159	223	1,193	95%
Jack Robinson	4	8	0	0	0	3	15	1%
Scattered	0	2	23	9	10	4	48	4%
Total	162	229	256	210	169	230	1,256	100%
GOVERNOR								
Blanks	23	19	19	19	16	13	109	9%
Mitt Romney	138	207	232	187	152	217	1,133	90%
Scattered	1	3	5	4	1	0	14	1%
Total	162	229	256	210	169	230	1,256	100%
LIEUTENANT GOVERNOR								
Blanks	4	0	2	2	2	3	13	1%
Kerry Murphy Healey	82	161	143	125	102	139	752	60%
Jim Rappaport	76	68	109	81	65	88	487	39%
Scattered	0	0	2	2	0	0	4	0%
Total	162	229	256	210	169	230	1,256	100%
ATTORNEY GENERAL								
Blanks	162	220	245	204	164	228	1,223	97%
Scattered	0	9	11	6	5	2	33	3%
Total	162	229	256	210	169	230	1,256	100%
SECRETARY OF STATE								
Blanks	69	109	115	99	84	111	587	47%
Jack E. Robinson, III	93	119	138	109	85	119	663	53%
Scattered	0	1	3	2	0	0	6	0%
Total	162	229	256	210	169	230	1,256	100%
TREASURER								
Blanks	33	43	57	55	29	51	268	21%
Daniel A. Grabauskas	71	93	101	79	63	72	479	38%
Bruce A. Herzfelder	58	91	97	75	77	107	505	40%
Scattered	0	2	1	1	0	0	4	0%
Total	162	229	256	210	169	230	1,256	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
AUDITOR								
Blanks	162	223	248	206	167	229	1,235	98%
Scattered	0	6	8	4	2	1	21	2%
Total	162	229	256	210	169	230	1,256	100%
REPRESENTATIVE IN CONGRESS								
Blanks	34	50	49	54	36	52	275	22%
Charles McCarthy	69	80	97	78	61	87	472	38%
Thomas P. Tierney	59	99	109	77	72	91	507	40%
Scattered	0	0	1	1	0	0	2	0%
Total	162	229	256	210	169	230	1,256	100%
COUNCILLOR								
Blanks	162	223	248	202	165	230	1,230	98%
Scattered	0	6	8	8	4	0	26	2%
Total	162	229	256	210	169	230	1,256	100%
SENATOR IN GENERAL COURT								
Blanks	57	86	87	84	61	86	461	37%
Mary Jane Hillery	103	143	168	125	108	144	791	63%
Scattered	2	0	1	1	0	0	4	0%
Total	162	229	256	210	169	230	1,256	100%
REPRESENTATIVE ON GENERAL COURT								
14th Middlesex District								
Blanks	36	36	XX	XX	XX	46	118	19%
Richard P. McClure	48	51	XX	XX	XX	66	165	27%
Peter J. Unitt, III	78	142	XX	XX	XX	118	338	54%
Scattered	0	0	XX	XX	XX	0	0	0%
Total	162	229	0	0	0	230	621	100%
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District								
Blanks	XX	XX	29	40	36	XX	105	17%
Todd D. Fenniman	XX	XX	226	168	132	XX	526	83%
Scattered	XX	XX	1	2	1	XX	4	1%
Total	0	0	256	210	169	0	635	100%
DISTRICT ATTORNEY								
Blanks	162	223	250	204	164	227	1,230	98%
Scattered	0	6	6	6	5	3	26	2%
Total	162	229	256	210	169	230	1,256	100%
REGISTER OF PROBATE								
Blanks	59	82	83	81	64	84	453	36%
John W. Lambert	103	147	172	128	105	146	801	64%
Scattered	0	0	1	1	0	0	2	0%
Total	162	229	256	210	169	230	1,256	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
LIBERTARIAN								
SENATOR IN CONGRESS								
Blanks	0	0	0	0	0	0	0	0%
Michael E. Could	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
GOVERNOR								
Blanks	0	0	0	0	0	0	0	0%
Carla A. Howell	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
LIEUTENANT GOVERNOR								
Blanks	0	0	0	0	0	0	0	0%
Richard P. Aucoin	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
ATTORNEY GENERAL								
Blanks	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
SECRETARY OF STATE								
Blanks	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
TREASURER								
Blanks	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
AUDITOR								
Blanks	0	0	0	0	0	0	0	0%
Kamal Jain	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
REPRESENTATIVE IN CONGRESS								
Blanks	0	0	0	0	0	0	0	0%
Ilana Freedman	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
COUNCILLOR								
Blanks	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
SENATOR IN GENERAL COURT								
Blanks	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
REPRESENTATIVE ON GENERAL COURT								
14th Middlesex District								
Blanks	1	0	XX	XX	XX	1	2	100%
Scattered	0	0	XX	XX	XX	0	0	0%
Total	1	0	0	0	0	1	2	100%
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District								
Blanks	XX	XX	0	0	2	XX	2	100%
Scattered	XX	XX	0	0	0	XX	0	0%
Total	0	0	0	0	2	0	2	100%
DISTRICT ATTORNEY								
Blanks	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
REGISTER OF PROBATE								
Blanks	1	0	0	0	2	1	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	1	0	0	0	2	1	4	100%
GREEN PARTY								
SENATOR IN CONGRESS								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
GOVERNOR								
Blanks	0	0	0	1	0	0	1	20%
Jill E. Stein	0	0	3	0	0	1	4	80%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
LIEUTENANT GOVERNOR								
Blanks	0	0	0	1	0	0	1	20%
Anthony F. Lorenzen	0	0	3	0	0	1	4	80%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
ATTORNEY GENERAL								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
SECRETARY OF STATE								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
TREASURER								
Blanks	0	0	0	1	0	0	1	20%
James O'Keefe	0	0	3	0	0	1	4	80%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
AUDITOR								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
REPRESENTATIVE IN CONGRESS								
Blanks	0	0	3	1	0	1	5	100%
	0	0	0	0	0	0	0	0%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
COUNCILLOR								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
SENATOR IN GENERAL COURT								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
REPRESENTATIVE ON GENERAL COURT								
14th Middlesex District								
Blanks	0	0	XX	XX	XX	1	1	100%
Scattered	0	0	XX	XX	XX	0	0	0%
Total	0	0	0	0	0	1	1	100%
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District								
Blanks	XX	XX	3	1	0	XX	4	100%
Scattered	XX	XX	0	0	0	XX	0	0%
Total	0	0	3	1	0	0	4	100%
DISTRICT ATTORNEY								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%
REGISTER OF PROBATE								
Blanks	0	0	3	1	0	1	5	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	1	0	1	5	100%

STATE ELECTION

NOVEMBER 5, 2002

Vote Count	Pct 1	Pct 2	Pct 3	Pct4	Pct5	Pct6	Total	%
Machine 9:00 Am	248	242	280	258	197	238	1463	12.15%
11:00 Pm	501	556	693	595	509	515	3369	27.99%
3:00 Pm	744	856	1048	892	844	856	5240	43.53%
6:00 Pm	1050	1241	1423	1243	1180	1181	7318	60.80%
Machine Total — Final	1268	1490	1739	1516	1490	1425	8928	74.17%
Hand Count (Red Strip)	4	0	9	1	5	2	21	
Total Voted	1272	1490	1748	1517	1495	1427	8949	74.35%

Total # Registered Voters — 1794 1991 2284 2033 2030 1905 12037

SENATOR IN CONGRESS

Blanks	98	118	141	117	113	128	715	7.99%
John F. Kerry	918	1084	1238	1124	1122	1047	6533	73.00%
Michael E. Cloud	231	261	302	241	222	226	1483	16.57%
Randall Forsberg	19	0	58	33	38	22	170	1.90%
Scattered	6	27	9	2	0	4	48	0.54%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

GOVERNOR & LT GOVERNOR

Blanks	11	11	14	10	15	12	73	0.82%
Howell - Aucoin	13	6	17	13	13	12	74	0.83%
O'Brien - Gabrieli	527	539	722	655	646	588	3677	41.09%
Romney - Healey	649	847	875	733	742	736	4582	51.20%
Stein - Lorenzen	67	81	112	94	69	74	497	5.55%
Johnson - Schebel	3	4	8	12	9	4	40	0.45%
Scattered	2	2	0	0	1	1	6	0.07%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

ATTORNEY GENERAL

Blanks	328	362	465	347	360	373	2235	24.97%
Thomas F. Reilly	931	1110	1265	1155	1117	1047	6625	74.03%
Scattered	13	18	18	15	18	7	89	0.99%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

SECRETARY OF STATE

Blanks	117	142	163	150	150	132	854	9.54%
William Francis Galvin	827	952	1172	1022	1013	942	5928	66.24%
Jack E. Robinson, III	325	394	412	343	330	353	2157	24.10%
Scattered	3	2	1	2	2	0	10	0.11%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

TREASURER

Blanks	86	105	122	119	126	100	658	7.35%
Timothy P. Cahill	528	579	725	650	673	585	3740	41.79%
Daniel A. Grabauskas	562	724	736	618	587	637	3864	43.18%
James O'keefe	94	82	165	130	109	105	685	7.65%
Scattered	2	0	0	0	0	0	2	0.02%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

Vote Count	Pct 1	Pct 2	Pct 3	Pct4	Pct5	Pct6	Total	%
AUDITOR								
Blanks	191	253	273	289	236	224	1466	16.38%
A. Joseph Denucci	768	890	1082	906	965	903	5514	61.62%
Kamal Jain	153	157	208	140	141	142	941	10.52%
John James Xenakis	157	186	185	181	149	158	1016	11.35%
Scattered	3	4	0	1	4	0	12	0.13%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

REPRESENTATIVE IN CONGRESS

Blanks	46	68	73	70	78	55	390	4.36%
Martin T. Meehan	773	893	1131	961	945	911	5614	62.73%
Ilana Freedman	59	46	62	59	62	41	329	3.68%
Charles McCarthy	392	482	481	424	405	419	2603	29.09%
Scattered	2	1	1	3	5	1	13	0.15%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

COUNCILOR

Blanks	453	591	693	556	540	588	3421	38.23%
Marilyn M. Petitto Devaney	808	883	1042	953	943	833	5462	61.03%
Scattered	11	16	13	8	12	6	66	0.74%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

SENATOR IN GENERAL COURT

Blanks	57	61	65	74	73	49	379	4.24%
Pamela P. Resor	824	957	1169	998	1024	960	5932	66.29%
Mary Jane Hillery	387	472	514	443	395	418	2629	29.38%
Scattered	4	0	0	2	3	0	9	0.10%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

REPRESENTATIVE ON GENERAL COURT

14th Middlesex District

Blanks	69	103	Xxxxx	Xxxxx	Xxxxx	93	265	6.33%
Cory Atkins	697	717	Xxxxx	Xxxxx	Xxxxx	727	2141	51.11%
Peter J. Unitt, III	504	664	Xxxxx	Xxxxx	Xxxxx	604	1772	42.30%
Scattered	2	6	Xxxxx	Xxxxx	Xxxxx	3	11	0.26%
Total	1272	1490	0	0	0	1427	4189	100.00%

REPRESENTATIVE ON GENERAL COURT

37th Middlesex District

Blanks	xxxx	xxxx	51	61	58	xxxx	170	3.57%
James B. Eldridge	xxxx	xxxx	869	765	779	xxxx	2413	50.69%
Todd D. Fenniman	xxxx	xxxx	828	691	655	xxxx	2174	45.67%
Scattered	xxxx	xxxx	0	0	3	xxxx	3	0.06%
Total	0	0	1748	1517	1495	0	4760	100.00%

DISTRICT ATTORNEY

Blanks	355	423	509	399	407	411	2504	27.98%
Martha Coakley	906	1056	1227	1106	1071	1014	6380	71.29%
Scattered	11	11	12	12	17	2	65	0.73%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%

Vote Count	Pct 1	Pct 2	Pct 3	Pct4	Pct5	Pct6	Total	%
REGISTER OF PROBATE								
Blanks	194	257	279	262	266	255	1513	16.91%
John R. Buonomo	603	624	818	712	720	631	4108	45.90%
John W. Lambert	472	608	649	543	507	541	3320	37.10%
Scattered	3	1	2	0	2	0	8	0.09%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%
QUESTION ONE								
Eliminate Personal Income Tax								
Blanks	102	131	147	142	120	117	759	8.48%
Yes	492	532	568	490	476	466	3024	33.79%
No	678	827	1033	885	899	844	5166	57.73%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%
QUESTION TWO								
English Immersion								
Blanks	40	47	56	56	65	52	316	3.53%
Yes	777	970	1031	873	849	889	5389	60.22%
No	455	473	661	588	581	486	3244	36.25%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%
QUESTION THREE								
Taxpayers Money For Political Campaigns								
Blanks	55	58	72	98	90	73	446	4.98%
Yes	450	569	736	572	561	551	3439	38.43%
No	767	863	940	847	844	803	5064	56.59%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%
QUESTION FOUR								
Public Safety Building								
Blanks	173	149	157	172	176	156	983	10.98%
Yes	600	798	1002	830	761	759	4750	53.08%
No	499	543	589	515	558	512	3216	35.94%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%
QUESTION FIVE								
Community Preservation Act								
Blanks	91	59	67	88	91	84	480	5.36%
Yes	683	739	963	801	735	735	4656	52.03%
No	498	692	718	628	669	608	3813	42.61%
Total	1272	1490	1748	1517	1495	1427	8949	100.00%
QUESTION SIX								
No Vote For Thomas Finneran As Speaker								
Blanks	212	238	xxxxx	xxxxx	xxxxx	239	689	16.45%
Yes	660	848	xxxxx	xxxxx	xxxxx	793	2301	54.93%
No	400	404	xxxxx	xxxxx	xxxxx	395	1199	28.62%
Total	1272	1490	xxxxx	xxxxx	xxxxx	1427	4189	100.00%

OTHER INFORMATION

DOG STATISTICS

Dog Licenses	1656
Kennel Licenses	25

VITAL STATISTICS

BIRTHS RECORDED	216
DEATH RECORDED	121
MARRIAGES RECORDED	99

DEATH

Date	Name	Age
15-Aug	Alberghene, Marguerite F	77
5-Apr	Andresen, Ralph	92
21-Jul	Bachrach, Theodore Nathan	85
3-Oct	Barker-Mckown, Miriam	85
14-Mar	Barrow, Arthur	53
6-Mar	Bartkus, Diane	65
31-May	Battye, Marion	90
6-Dec	Batulin, June	72
10-Jun	Benscoter, Winifred	86
7-Jun	Bishop, Eleanor	81
14-Aug	Blackington, H. Dorcas	76
29-Mar	Boyd, Leona R	81
28-Nov	Braden, Hobart Raymond	66
4-Apr	Braman, Matthew Royce	30
19-Mar	Buell, Mary Kathleen	98
28-Jan	Buscemi, James C (Aka Vincenzo)	81
31-Oct	Calandrella, Angela Louise	94
17-Mar	Calef, Elinor M	78
14-Aug	Carroll, Barbara	74
30-Oct	Cataldo, Lena	95
9-Apr	Charron, Mary P	80
17-Oct	Clancy, Ruth E	99
27-Jun	Cole, Michael B	64
17-Jan	Condinho, Ruth Ella	91
7-Sep	Devito, Jennie	85
10-Apr	Dolan, Blanch R	90
21-Mar	Dolber, Richard W	63
21-Jul	Driscoll, Fannie F	91
20-Sep	Drobinski, Eric	22
8-Jun	Durkin, Ruth Elizabeth	96
9-Jul	Edgar, Dolores A	71
8-Aug	Fahey, Norbert H	77
23-Oct	Fardy, Ann J	82
16-Sep	Fayerman, Josif	82
14-Feb	Finan, Mildred H	90
30-Jan	Fletcher, Robert John	76
11-Jun	Floudaras, Christina D	70
20-Jul	Fodera, Sylvia Joanna	90
25-Feb	Fogg, Donald W	66

Date	Name	Age
9-Nov	Gagne, Ronald Francis	70
12/30/02	Galluzzo, Jean T	86
25-Jun	Geithner, Edgar Emil	64
3-Mar	Gottlieb, Carl	60
19-Jul	Green, James J	83
14-Dec	Green, Persis R	95
2-Nov	Guertin, Melvina M	94
2-Mar	Hamilton, Calvin Charles	76
24-Sep	Hartford, Mylan O	84
17-Oct	Hawkins, Racine P	77
29-Jan	Hinds, Annie Rita	84
3-Dec	Horrocks, Caroline E	56
18-Aug	Iokhvid, Michael	70
30-Jan	Johnson, Marguerite	88
22-Nov	Joyal, Eugene J	85
28-Feb	Kabana, Edward Dominick	82
17-Jun	Kangas, Miriam L	81
22-May	Kangas, Waino J	83
26-Jul	Keane, Joseph Patrick	86
10-Nov	Kelley Catherine Gertrude	92
1-Nov	Kelley, Harold J	67
16-Apr	Kermaris, Nikolsaos	83
20-Apr	Kosuri, Jai P	56
9-Apr	Krysieniel, Anna	96
6-Mar	Lafrance, Edna	94
4-Jan	Lalli, Michael	92
14-Dec	Lara, Violet	77
23-Oct	Leonard, Lawrence William	97
7-Nov	Lilly, James W	77
12-Mar	Love, Dorothy	77
28-Jul	Macarthur, Dorothy	78
4-Oct	Maccallum, Esther G	80
11-May	Macdonald, Jeanne T	71
8-May	Matusow, Eve L	73
2-Oct	Mcguire, John T	68
13-Jan	Mcnamara, Julia Rose	94
27-Feb	Miller, Daisy F	92
19-Jan	Miller, Kristin Ann	37
20-Jun	Monaghan, Frances	84
7-Feb	Moore, Corinne	84
2-Apr	Morine, Ruth Emma	90
19-Feb	Nahorski, Mary T	84
29-Mar	Noble, Esther	89
11-Aug	Oliver, Kenneth Ian	46
5-Mar	Olson, Stina Alice	95
25-Aug	Ordway, Dorothy B	79
27-Feb	Page, Thelma N	78
24-Jan	Palmaccio, Raymond	91
3-May	Parker, Lois M	72
31-Oct	Pieper, Margaret A	60
19-Sep	Pierce, Judith	51
14-Oct	Pietrzyk, Johannes Paul	89
17-Apr	Rene, Alfred Beaudoin Sr.	75
25-Nov	Renskers, Leonard Lester	80
26-Apr	Rhude, Donald Preston	71

Date	Name	Age
29-Sep	Ricciuli, Rocco F	81
21-Jul	Riker, Anne Townsend	91
20-May	Rosenberg, Louis	83
5-Jan	Rudenauer, Francis Xavier	87
1-May	Salemi, Jeannette M	87
1-Mar	Salvatore, Rosa	98
8-Apr	Scott, Judith M	58
26-Sep	Skaubitis, Elvira M	80
14-Oct	Smith, Hallam Judson	66
21-May	Smith, Stanley Lester	77
7-May	Solomon, Carol Susan	54
19-Feb	Staffel, Katharina	104
12-Feb	Taggart, Grace	102
18-Apr	Tarara, Bernard, Sr.	84
14-Dec	Tobin, Anna M	88
9-Nov	Travers, James Francis, Jr.	79
21-Sep	Ungetuem, Dorothy K	92
8-Jun	Vanderpoel, John A., Jr.	57
31-Mar	Veasie, Minnie	93
18-May	Vidito, Elizabeth Jean	75
19-Oct	Watjus, Vieno Kathryn	91
20-Jan	Webber, Florence L	92
29-Apr	Weiner, Joyce S	54
2-Jun	Wejman, Eugene Edward	76
8-Jan	Wilkinson, Lovern Wordall	99
14-Mar	Wilson, Mary Catherine	93
31-May	Wise, Gertrude	89

ACTON INFORMATION

NATIONAL, STATE, AND COUNTY OFFICIALS

NATIONAL

President	George W. Bush
Vice-President	Richard Cheney
Senators in Congress 5th Congressional District	Edward M. Kennedy John F. Kerry
Representative in Congress 5th Congressional District	Martin T. Meehan

STATE

Governor	Jane Swift
Lieutenant Governor	Vacant
Secretary of the Commonwealth	William F. Galvin
Attorney General	Thomas F. Reilly
Treasurer and Receiver General	Shannon P. O'Brien
Auditor of the Commonwealth	Joseph DeNucci
Senator Middlesex / Worcester District	Pamela P. Resor
Representative in General Court 14th Middlesex Representative District	Corey Atkins

MIDDLESEX COUNTY

Clerk of Superior Court	Edward J. Sullivan
Register of Deeds Middlesex South	Eugene C. Brune
Register of Probate	John Buonomo
District Attorney	Martha Coakley
County Sheriff	James V. DiPaola

ELECTED TOWN OFFICIALS

POSITION	NAME	TERM EXPIRES
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Moderator	Donald MacKenzie	2003
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Acton Board of Selectmen

	Peter K. Ashton	2004
Chair	William (Trey) Shupert	2005
	F. Dore' Hunter	2005
V C	Walter M. Foster	2004
Clerk	Pamela Harting-Barrat	2003

Acton - Boxborough Regional School District

	Jeffrey C. Vandegrift	2005
	Michael J. Coppolino	2004
	Mary Ann Ashton	2005
	Jo-Ann M. Berry	2003
Chair	Marie E. Altieri	2003
	Terence Lindgren	2004

Acton Public Schools Committee

	Jeffrey C. Vandegrift	2005
	Michael J. Coppolino	2004
Chair	Mary Ann Ashton	2005
	Jo-Ann M. Berry	2003
	Marie E. Altieri	2003
	Terence Lindgren	2004

Trustees Memorial Library

	Francis M. Joyner, Jr.	2005
	Brewster Conant	Corporate
Pres	David T. Barrat	2003
	Henry J. Hogan	Corporate
Sec	Thomas F. Dunn	2004
	Raymond A. Shamel	Corporate
	Dennis J. Ahern	Corporate
V P	Ann W. Chang	Corporate
	Robert Ferrara	Corporate

Housing Authority

V.Ch	Joseph M. Nagle	2003
Chair	Jean B. Schoch	2007
Treas	Claire Kostro	2004
	James B. Eldridge	2006
Sec.	Denis P. Sullivan	2005

Trustees, Fireman's Relief Fund Acton

	William A. Klauer	2005
	Allen H. Nelson	2003
	Joseph A. Conquest	2004

POSITION	NAME	TERM EXPIRES	POSITION	NAME	TERM EXPIRES
Trustees, Fireman's Relief Fund West Acton			Acton Community Housing Corp		
Chair	Edward M. Bennet	2003	Chair	Nancy Tavernier	2005
	Forest E. Bean III	2004	Associate	Peter Berry	2003
	Malcolm S. MacGregor	2005		Kevin McManus	2003
Trustees, Charlotte Goodnow Fund				Naomi McManus	2005
Chair	Mabel A. Grekula	2003	Associate	Pam Shuttle	2003
	Frances S. Moretti	2004		Daniel Buckley	2004
	Alice P. Miller	2005		Robert B. Whittlesey	2004
Trustees, Elizabeth White Fund			Associate	Ryan Bettez	2003
Chair	Cornelia O. Huber	2004	Associate	Patricia K. Guditiz	2003
	Francis M. Joyner, Jr.	2003	Board of Appeals		
	John J. Powers	2005	Alternate	Cara Voutselas	2005
Trustees, West Acton Citizen Library			Clerk	David Black	2003
Chair	Robert L. Loomis	2005	Chair	Jon Wagner	2003
Clerk	Virginia A. Rhude	2004		Kenneth Kozik	2005
	Peter J. Gilmette	2003	Alternate	William Sawyer	2003
			Alternate	Richard Fallon	2003

OFFICIALS APPOINTED BY MODERATOR

Finance Committee

	John Prendiville	2003
	Sidney Johnston	2003
	Jonathan Chinitz	2005
	Rheta Roeber	2003
	Herman Kabakoff	2004
Chair	Robert Evans	2003
	Thomas I. Moncrieff	2004
	Gim Hom	2004
	John Ryder	2004

Minuteman Science-Technology H.S.

	Charles H. Olmstead	2005
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APPOINTMENTS MADE BY SELECTMEN

POSITION	NAME	TERM EXPIRES
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Acton-Boxborough Cultural Council

Chair	Jean Butler	2004
Secretary	Noreen Rowe	2003
	Michelle Holland	2004
	Nancy Caplan	2004

Chair	Lester Goodridge	2005
Chair	James Kotanchik	2003
Alternate	David E. Brown	2003
	Susan C. Miller	2005
Alternate	Neil E. Rich	2005

Board of Registrar of Voters

	Evelyn Olschewski	2003
	Katherine F. Arnold	2005
	Deena Ferrara	2004

Cable Advisory Committee

	John Covert	2005
	Robert Burnham	2003
Chair	Stuart A. Gilmore	2003
	Donald Lane	2003
	Laura C. Hirsch	2005
	Scott Wieder	2005
	Maynard G. Brandon	2003
Associate	Terra Friedrichs	2003
Associate	Frits W. Riep	2003

Cemetery Commission

	open	2004
Chair	Brewster Conant	2005
Secretary	Stanley T. Wray	2003

POSITION	NAME	TERM EXPIRES	POSITION	NAME	TERM EXPIRES
Conservation Commission			Economic Development Study Comm		
V. Chair	Peter Berry	2003	V. Chair	Wayne Friedrichs	6/30/03
Chair	Andrew Magee	2005		Herman Kabakoff	6/30/03
	Terry Maitland	2003		Jon Avery	6/30/03
	Scott M. Parent	2005		Ann Chang	6/30/03
	Susan Phoenix	2005	Chair	Rheta Roeber	6/30/03
	Jeffrey N. Rogers	2003		William (Trey) Shupert	6/30/03
	Barbara Smith	2005		Roland Bartl	
Associate	Micheal Eder	2003	Associate	Joshua Chernin	6/30/03
Associate	Julia S. Miles	2003		Philip J. Janus	6/30/03
Council On Aging			Associate	Terra Friedrichs	6/30/03
	Nancy Gerhardt	2003		Kenneth Sghia-Hughes	6/30/03
	Marvin Pope	2003		William Lawrence	6/30/05
	Joseph Grandine	2003		Hartley Millett	
Chair	Jean Worfolk	2003	Finance Committee		
	Mary Cash	2003		John Prendiville	2003
	Alan Hart	2003		Sidney Johnston	2003
	Thomas H. McQueen	2003		Rheta Roeber	2003
	Patricia A. Ellis	2003	Chair	Robert Evans	2003
	Catherine Guinee	2003		Jonathan Chinitz	2005
Associate	Carolyn Drury	2003		Herman Kabakoff	2004
Associate	Jan Patrick	2003		Gim Hom	2004
Elderly and Disable Tax Disbursement Comm				John Ryder	
	Peter Ashton	Standing		Thomas I Moncrieff	2004
	John Murray	Standing	Hanscom Field Advisory		
	Carol Mahoney	Standing		David Matson	2003
	Nancy Gerhardt	Standing	Health, Board of		
East Acton Village Planning Comm				Mark Conoby	2003
	Dave E. Brown	Standing	Chair	William McInnis	2004
	Carol Holley	Standing		Dr. Robert Matuso	2004
	Susan Mitchell-Hart	Standing		Robert Oliveri	2005
	Steve Steinberg	Standing	Associate	Rita L. Dolan	2003
	Micki Williams	Standing	Associate	Catherine C. Block	2003
	Tom McLaughlin	Standing		Roxanne Hunt	2005
	Edwin Pearson	Standing	Associate	Terry Gilmore	2003
	Arthur Wu	Standing	Historical Commission		
Chair	Kenneth Sghia-Hughes	Standing		Anita Dodson	2005
	Susan M. Kennedy	Standing	Chair	William Klauer	2005
	Elizabeth Comstock	Standing		Peter Grover	2004
	Stacey Durkin	Standing		Victoria Beyer	2003
				Robert Coan	2005
			Associate	John Benkert	2003

POSITION	NAME	TERM EXPIRES	POSITION	NAME	TERM EXPIRES
Historic District Commission			Open Space and Recreation Committee		
Chair	Michaela Moran	2004		Peter K. Ashton	Standing
Alternate	Anne Forbes	2005		Terry Maitland	Standing
	Thomas Peterman	2004		Laura Sikalis	Standing
	Kenneth Gudit	2005		Movee Bodner	Standing
	Bonnie Geithner	2003		Susan Mitchell-Hart	Standing
	Michele Barabash	2004		Linda McElroy	Standing
	Neil J. Magner	2004		Barbara Smith	Standing
Alternate	Hong An	2005		William Mullin	Standing
				Dick Hatfield	Standing
				Jane Ceraso	Standing
				Hartley Millett	Standing
Historic District Bylaw Study Comm			Outdoor Lighting Advisory Committee		
Chair	Peter K. Ashton	Standing		Bernie Kosicki	Standing
	F. Dore' Hunter	Standing		William T. Kennaugh	Standing
	Wayne Friedrichs	Standing		J. Martin Graetz	Standing
	Herman Kabakoff	Standing		Denis Northern	Standing
	Anne Fanton	Standing		Hartley Millett	Standing
	Dr. Jerry Berke	Standing		Steven Feinstein	Standing
	Anne Forbes	Standing		Gary Green	Standing
	Michaela Moran	Standing			
	Nancy Andersen	Standing			
	Holly Caldwell	Standing			
	Sanda Mika	Standing			
Land Stewardship Committee			PCRC Study Group		
	John Chalmers	Open		William (Trey) Shupert	Standing
	David Cochrane	Open		Peter Ashton	Standing
	Robert Guba	Open		Kenneth Sghia-Hughes	Standing
	Gigi Hopkins	Open		Mobina Mohsin	Standing
	Philip Keyes	Open		Charles Kadlec	Standing
	Peggy Liversidge	Open		Wayne Friedrichs	Standing
	Ian MacPherson	Open		Michael Eder	Standing
	Linda McElroy	Open		Roland Bartl	Standing
	Nan Millett	Open			
	Cyril Murphy	Open			
	Ann Shubert	Open			
	Jim Snyder-Grant	Open			
	Laurie Ullmann	Open			
	Paul Wasserboehr	Open			
Lowell Regional Transit			Planning Board		
	Sheldon Herskovitz	2003	Chair	Kenneth Sghia-Hughes	2003
				Patrick Halm	2004
Metropolitan Area Planning			V. Chair	Lauren Rosenzweig	2007
	Patrick Halm	2002	Clerk	Edwin Pearson	2004
Minuteman Senior Services				Hartley Millett	2004
	Richard King	2003		Gregory Niemyski	2005
Minuteman Science-Technology H.S.			Magic Rep	Christopher Schaffner	2003
	Charles H. Olmstead	2005	Associate	Mobina Mohsin	2003
			Personnel Board		
			Chair	John J. Donnelly	2003
				J. Christopher Mar	2005
				Diane Yasgur	2003

POSITION	NAME	TERM EXPIRES	POSITION	NAME	TERM EXPIRES
Professional Advisory Committee			Transportation Advisory		
	Marlene Bergart	Open		Samuel Lawton	2003
	Kathryn Black	Open		Renee J. Robins	2003
	Rita Dolan	Open		Audrey Stuart	2005
	Jane Guber	Open	Chair	Ko Ishikura	2005
	Janet Hart	Open		Edward Gardiner	2004
	Richard Porter	Open		Arthur Wu	2005
	Ruth Porter	Open	Associate	Mary H. Utt	2003
	Carolyn Randolph	Open	Associate	Ann Sussman	2003
	Thomas Wong	Open	Volunteer Coordinating Committee		
	Jean Worfolk	Open		Nancy Whitcomb	2005
	Eleanor Voorhies	Open		Jean B. Schoch	2004
	Catherine Block	Open		Efi Papadopoulos	2004
				Sheryl Egan	2004
Public Safety Steering Committee			APPOINTMENTS MADE BY THE TOWN MANAGER		
	William (Trey) Shupert	Standing	Assistant Town Manager		
	F. Dore' Hunter	Standing		John Murray III	
	Jonathan Chinitz	Standing	Assistant Assessor		
	Bob Craig	Standing		Brian McMullen	
	Frank Widmayer	Standing	Commission on Disabilities		
	Art Gagne	Standing			Expires
	John Murray	Standing	9 Members for 3 year terms		
	Jack Reetz	Standing		John A. Barko	2003
	Dean Charter	Standing		Joseph Grandine	2003
	Charlie Kadlec	Standing		George Lussier	2004
	Marie Altieri	Standing		Elizabeth A. Franklin	2003
	Kenneth Sundberg	Standing		Christine Weinberger	2003
	Stephen Herskovitz	Standing		Brenda Viola	2004
	Jim Dudziak	Standing	Constable		
	Albert Dorskocil	Standing		Robert Connell	
Recreation Commission				Barbara Hartnett	
Chair	Gregory Catalano	2003		John Scicholone	
V. Chair	Dr. Michael McQueen	2003		David Muscovitz	
	Laura Sikalis	2003		Christine Joyce	
	Robert E. Cadogan	2005		Christopher Prehl	
	Alison E. Gallager	2005		Frederick Hryniewicz	
				David Allen	
South Acton Revitalization Committee			Deputy Building Inspector		
Taxation Aid Committee				David F. Abbt	
Chair	James Kotanchik	2003	Deputy Forest Warden		
	Peter Ashton			William Primiano	
	Nancy Gerhardt				
	C. Mahoney				
	John Murray				

Deputy Inspector of Gas Piping and Gas Appliances

Kenneth Johnson

Deputy Inspector of Wires

William Morehouse

Emergency Management

Director Don P Johnson

Director John Murray

Deputy Director Seth Campbell

Deputy Director Charles Landry

Director of Municipal Properties

Dean Charter

Director of Public Health

Douglas Halley

Dog Officer

Patrick (TAC) Palmer

Fence Viewer

David F. Abbt

Field Driver

William J. Durkin

Fire Chief

Robert Craig

Deputy Fire Chief

William Primiano*

Captains

Carl Robinson

George Williams

Robert Vanderhoof

Kevin Lyons

Lieutenants

Mike Lyons

Robert Hart

Geoffrey Neagle

Robert Smith

Firefighters

Forrest E. Bean, III

Richard O'Leary

James Young

Bruce Stone

James Kessler

Peter Robinson

Daniel Morse

Firefighters/EMT's

Robert Sabourin

Richard Sullivan

Ricky Robinson

James Ray

Brian Richter

Tom Wallerstein

Kenneth Ineson

William Klauer

Leo Hayes

Kris Ellicks

Sean Kiley

Richard Tyler

Eric Mathieu

Scott Morse

Brent Carter

Jared Crowley

Anita Arnum

Shean Sheridan

Mark Richardson

Robert Wetherbee

Christopher Sammet

Patrick Judge

Shawn Ferrari

Kenneth Carroll

John White

Call Fire Fighters

Robert Puffer

Richard Swenson

Stephen Sliney

Forest Warden

Robert Craig

Inspector of Animals

Patrick (TAC) Palmer

Inspector of Gas Piping and Appliances

James G. Corey

Inspector of Wires

Clarence Frost

Local Building Commissioner

Garry A. Rhodes

Natural Resources/Cemetery Director

Thomas Tidman

Keeper of the Lockup

Frank J. Widmayer III

CHIEF OF POLICE

Frank J. Widmayer III

LIEUTENANTS

Donald L. Palma Jr.

Thomas J. Rogers

SERGEANTS

Robert L. Parisi

Bruce A. Nadeau

James A. Cogan

Raymond P. Grey

Edward Lawton

POLICE OFFICERS

Brian Goodman*
Robert Cowan
James Goodemote
Christopher Prehl
John Cooney
Michael Cogan
Kevin Heffernan
Luke Penney
Dean Keeler
Keith Campbell
Douglas Sturniolo
Brian Bandini
Todd McKelvie

Paul Cogan
Raymond LaRoche*
Christopher Browne
Frederick Rentschler
Scott Howe

Lisa Driscoll
Leo Gower
Gardena Abramowitz
Daniel Silva
Scott Krug
Daniel Holway
Tricia Dellicicchi

Veteran's Agent

Charles Jones

Retirements *

Resignations #

POLICE MATRONS

Faith Williams
Debra Richardson
Christine Joyce
Kerry Williams

DISPATCHERS

Faith Williams
Kevin Antonelli
Anne Milligan
Kelly Ramsay
Roger Wallace

Paul Connors
Robert Merrill
Sophia Kotzabaldiris

Public Ceremonies and Celebrations

Charles Jones

Public Weighers

Christopher N. Prehl
Paul Cogan
James A. Barbato
Robert Greenough

Recreation Director

Nancy McShea

Sealer of Weights and Measures

Mark Fitzpatrick

Supt. of Streets

David Brown

Town Finance Director

Steven Barrett

Town Engineer

David Abbt

Town Report Committee

Ann Chang

STREET LIST
OF THE TOWN OF
ACTON, MASSACHUSETTS
TOWN OF ACTON
ENGINEERING DEPARTMENT
JANUARY 1, 2002

STREET MAP			STREET NAME	PRECINCT	INDEX
STREET NAME	PRECINCT	INDEX			
ABEL JONES PLACE	4	M-10	BRAMBLE WAY	1	R-12
ACORN PARK DRIVE	2	R-10	BREEZY POINT ROAD	2	R-9
ADAMS STREET	5	K-12	BREWSTER LANE	5	L-11
AGAWAM ROAD	3	N-8	BRIAR HILL ROAD	1	R-11
ALBERTINE DRIVE	4	L-10	BRIDGES DRIVE	2	O-10
ALCOTT STREET	6	O-12	BRIDLEPATH WAY	1	Q-13
ALEXANDRA WAY	1	S-10	BRIMSTONE LANE	1	R-11
ALGONQUIN ROAD	3	O-8	BROADVIEW ROAD	5	L-11
ANDERS WAY	4	N-10	BROMFIELD ROAD	6	O-11
ANDREW DRIVE	4	N-8	BROOK STREET	6	Q-11
APPLE VALLEY DRIVE	4	K-10	BROOKSIDE CIRCLE	5	M-12
ARBORWOOD ROAD	5	N-11	BROWN BEAR CROSSING	1	S-9
3-21 ODD			BRUCEWOOD ROAD	6	N-11
18-20 EVEN			BRUCEWOOD ROAD EAST	6	N-11
ARBORWOOD ROAD	6	N-11	BULLETTE ROAD	2	P-7
2-12 EVEN			BUTTERNUT HOLLOW	1	S-9
ARLINGTON STREET	2	P-8	CAITLIN DRIVE	4	M-8
1-73 ODD			CANDIDA LANE	5	N-11
14-134 EVEN			CAPTAIN BROWN'S LANE	4	N-9
ARLINGTON STREET	3	N-8	CAPTAIN FORBUSH LANE	4	N-9
89-423 ODD			CAPTAIN HANDLEY ROAD	1	R-10
272-END EVEN			CARLISLE ROAD	1	T-11
ARLINGTON STREET	4	N-8	CARLTON DRIVE	5	K-11
158-262 EVEN			CARRIAGE DRIVE	5	M-11
ASHLEY CIRCLE	1	S-11	CASTLE DRIVE	3	L-8
ASHWOOD ROAD	6	N-11	CEDAR TERRACE	4	N-9
ASSABET CROSSING	5	L-12	CENTRAL STREET	3	N-7
AUDUBON DRIVE	5	L-11	236-456 EVEN		
AUTUMN LANE	3	M-8	283-459 ODD		
AYER ROAD	5	N-12	CENTRAL STREET	4	M-8
AZALEA COURT	6	P-13	1-267 ODD		
			2-224 EVEN		
BADGER CIRCLE	1	S-11	CHADWICK STREET	5	M-11
BALSAM ROAD	2	P-9	CHAFFIN WAY	2	P-8
BANKSIDE HOLLOW	1	S-9	CHARTER ROAD	2	N-9
BARKER ROAD	6	N-10	63-103 ODD		
BAXTER ROAD	4	M-9	74-106 EVEN		
BAYBERRY ROAD	6	P-12	CHARTER ROAD	4	N-9
BEECHNUT STREET	2	R-9	16-56		
BELLANTONI DRIVE	5	N-13	CHEROKEE ROAD	3	O-8
BELLOWS FARM ROAD	1	R-12	CHERRY RIDGE ROAD	3	M-8
BERRY LANE	6	O-12	CHESTNUT STREET	2	R-9
BETH CIRCLE	1	S-9	CHURCH STREET	3	M-8
BETSY ROSS CIRCLE	3	L-7	CLOVER HILL ROAD	5	M-12
BEVERLY ROAD	4	N-10	COBURN DRIVE	5	M-11
BILLINGS STREET	4	L-9	CONANT STREET	5	L-11
BIRCH RIDGE ROAD	3	M-7	CONCETTA CIRCLE	5	L-12
BITTERSWEET LANE	1	R-11	CONCORD PLACE	6	O-11
BLACK HORSE DRIVE	3	L-7	CONCORD ROAD	6	O-11
BLUE HERON WAY	1	R-11	COOLIDGE DRIVE	2	O-9
BLUEBERRY PATH	1	T-11	COUGHLIN STREET	6	O-10
BRABROOK ROAD	6	P-12	COUNTRY CLUB ROAD	5	L-11
			COUNTRYSIDE ROAD	2	P-7

STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
COWDREY LANE	2	O-10	FREEDOM FARME ROAD	3	O-8
CRAIG ROAD	6	N-12	7-21 ODD		
CRESTWOOD LANE	4	M-9	8-22 EVEN		
CRICKET WAY	6	P-11	FROST DRIVE	2	O-11
CROSS STREET	1	T-11			
DAVIS ROAD	1	R-11	GERALD CIRCLE	5	L-12
DEACON HUNT ROAD	4	N-9	GIONCONDA AVENUE	5	M-11
DEERGRASS LANE	1	R-11	GRANITE ROAD	1	S-10
DEVON DRIVE	1	T-11	GRACE PATH	1	Q-12
DISCOVERY WAY	5	N-11	GRASSHOPPER LANE	6	P-11
DORIS ROAD	4	N-10	GREAT ELM WAY	1	S-9
DOWNEY ROAD	4	L-9	GREAT ROAD	6	Q-13
DRIFTWOOD ROAD	6	N-11	1-217 ODD		
DRUMMER ROAD	5	M-12	2-336 EVEN		
DUGGAN ROAD	3	L-8	GREAT ROAD	2	Q-11
DUNHAM LANE	5	L-12	340-END EVEN		
DURKEE ROAD	4	M-9	GREEN NEEDLE WAY	1	R-12
DUSTON LANE	1	R-12	GREENWOOD LANE	2	P-10
			GREGORY LANE	3	M-8
EASTERN ROAD	1	S-11	GREYBIRCH LANE	1	Q-12, R-12
ELIOT CIRCLE	2	O-10	GRIST MILL ROAD	3	L-8
ELM COURT	3	N-8	GUSWOOD ROAD	5	N-12
ELM STREET	3	N-8			
EMERSON DRIVE	6	O-12	HALEY LANE	5	M-11
ESTERBROOK ROAD	6	P-12	HALF MOON HILL	3	N-8
ETHAN ALLEN DRIVE	3	L-7	HAMMOND STREET	2	P-9
EVERGREEN ROAD	2	P-9	HARRIS STREET	1	R-10
EVERGREEN WAY	2	P-9	HARTLAND WAY	1	T-11
			HARVARD COURT	6	Q-11
FAIRWAY ROAD	5	L-11	HATCH ROAD	5	L-11
FARLEY LANE	5	L-10	HAWTHORNE STREET	6	O-12
FARMERS ROW	1	Q-11	HAYNES COURT	3	M-8
FARMSTEAD WAY	4	N-10	HAYWARD ROAD	2	N-9
FAULKNER HILL ROAD	5	L-10	1-61 ODD		
FERNWOOD ROAD	5	N-11	HAYWARD ROAD	4	N-9
3-11 ODD			66-END EVEN		
FERNWOOD ROAD	6	N-11	HAYWARD ROAD	6	N-9
4-10 EVEN			4-54 EVEN		
FIFE & DRUM ROAD	2	O-10	HAZELNUT STREET	2	R-10
FISCHER PATH	1	R-11	HEALD ROAD	2	O-10
FLAGG ROAD	6	P-12	HEATHER HILL ROAD	4	L-8
FLETCHER COURT	4	L-10	HEMLOCK LANE	2	P-10
FLINT ROAD	4	M-9	HENLEY ROAD	1	S-9
FLINTLOCK DRIVE	3	L-7	HENNESSEY DRIVE	4	M-9
FOREST ROAD	6	O-11	HERITAGE ROAD	5	N-12
FORT POND ROAD	2	P-8	HERON VIEW ROAD	4	L-9
FOSTER STREET	6	N-12	HICKORY HILL TRAIL	2	P-10
FOX HILL ROAD	5	M-11	HIGH STREET	5	L-11
FRANCINE ROAD	4	N-10	HIGHLAND ROAD	3	K-7
FRASER DRIVE	4	M-9	HIGHRIDGE WAY	1	S-9
FREEDOM FARME ROAD	2	O-8	HILLCREST DRIVE	5	M-11
1-5 ODD			HILLSIDE TERRACE	3	M-8
2-4 EVEN			HOMESTEAD STREET	3	M-8
			HORSESHOE DRIVE	6	O-12

STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
HOSMER STREET	5	N-12	McKINLEY DRIVE	2	P-9
103-119 ODD			MADDY LANE	5	N-11
HOSMER STREET	6	O-11	MADISON LANE	2	O-9
3-91 ODD			MAGNOLIA DRIVE	6	P-13
2-106 EVEN			MAILLET DRIVE	5	L-12
HOUGHTON LANE	3	N-8	MAIN STREET	5	O-10
HUCKLEBERRY LANE	6	O-10	3 TO 113 ODD		
HURON ROAD	3	O-8	MAIN STREET	4	M-11
			4 TO 312 EVEN		
INDEPENDENCE ROAD	5	L-12	123 TO 321 ODD		
IRIS COURT	6	P-12	MAIN STREET	2	O-10
ISSAC DAVIS WAY	6	O-10	398 TO 650 EVEN		
			MAIN STREET	6	R-11
JACKSON DRIVE	2	O-9	355 TO 641 ODD		
JAY LANE	1	Q-12	348 TO 378 EVEN		
JEFFERSON DRIVE	2	O-9	MAIN STREET	1	R-11
JENNIFER PATH	1	R-10	660 TO END		
JESSE DRIVE	3	N-8	655 TO END		
JOHN SWIFT ROAD	2	O-10	MALLARD ROAD	4	N-9
JOSEPH REED LANE	4	N-9	MAPLE STREET	4	L-10
JUNIPER RIDGE ROAD	3	M-8	MARIAN ROAD	3	L-8
			MARSHALL PATH	1	T-11
KATE DRIVE	1	R-11	MARTIN STREET	4	L-10
KEEFE ROAD	6	O-13	MASSACHUSETTS AVE	6	N-11
KELLEY ROAD	4	N-10	151 - 299 ODD		
KENNEDY LANE	2	N-8	186 - 222 EVEN		
KINGMAN ROAD	3	L-8	MASSACHUSETTS AVE	3	M-8
KINSLEY LANE	4	M-8	603 - 693 ODD		
KINSLEY ROAD	4	M-8	592 - 698 EVEN		
KNOWLTON DRIVE	4	N-9	MASSACHUSETTS AVE	4	N-9
KNOX TRAIL	5	L-13	310 - 598 EVEN		
			367 - 587 ODD		
LADYSLIPPER LANE	1	Q-12	MEAD TERRACE	3	M-8
LARCH ROAD	2	P-10	MEADOWS EDGE	1	S-9
LAUREL COURT	5	M-11	MEADOWBROOK ROAD	2	P-10
LAWS BROOK ROAD	5	N-12	MEETINGHOUSE ROAD	5	M-12
1 - 63 ODD			MERRIAM LANE	5	M-11
LAWS BROOK ROAD	6	N-12	MEYER HILL DR	1	R-10
2 - 66 EVEN			MILBERRY LANE	3	M-8
LEDGE ROCK WAY	1	S-11	MILLDAM ROAD	1	S-11
LEXINGTON DRIVE	5	N-12	MINOT AVENUE	6	O-11
LIBERTY STREET	4	L-10	MINUTEMAN ROAD	2	O-10
LILAC COURT	5	M-11	MOHAWK DRIVE	3	N-7
LILLIAN ROAD	2	P-7	MOHEGAN ROAD	3	O-8
LINCOLN DRIVE	2	P-9	MOSSY LANE	1	R-11
LISA LANE	5	N-12	MUSKET DRIVE	2	O-10
LITTLEFIELD ROAD	3	O-7	MYRTLE DRIVE	6	P-12
LONG RIDGE ROAD	2	P-9			
LONGFELLOW PARK	6	O-11	NADINE ROAD	4	N-10
LONGMEADOW WAY	1	Q-11	NAGOG HILL ROAD	6	Q-9
LOOSESTICK WAY	1	R-11	1 - 59 ODD		
LOTHROP ROAD	4	M-9	12 - 48 EVEN		
MacGREGOR WAY	5	M-11	NAGOG HILL ROAD	2	Q-9
MacLEOD LANE	3	L-8	77 - END		
			74 - END		

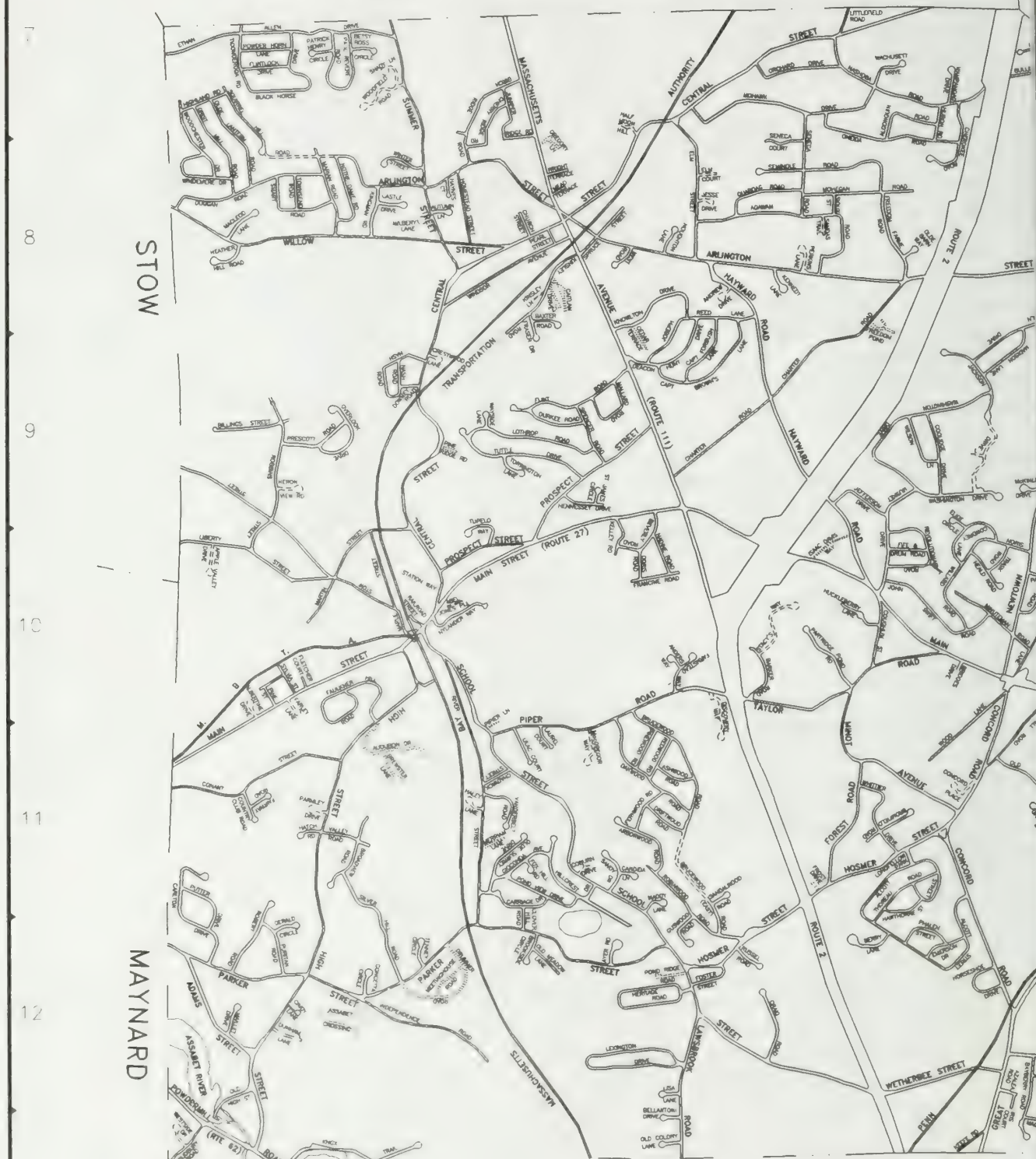
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
NAGOG PARK	1	S-9	PIPER ROAD	6	M-11
NAGOG SQUARE	1	S-9	63 - 79 ODD		
NASH ROAD	4	L-9	POND RIDGE DRIVE	5	N-12
NASHOBA ROAD	3	O-7	POND VIEW DRIVE	5	M-11
NEWTOWN ROAD	2	P-8	POPE ROAD	1	Q-12
NONSET PATH	1	S-9	196 - 258 EVEN		
NORTHBRIAR ROAD	1	S-11	205 - 249 ODD		
NORTH STREET	1	T-11	POPE ROAD	6	Q-12
NOTRE DAME ROAD	3	L-8	16 - 190 EVEN		
NYLANDER WAY	4	M-10	3 - 187 ODD		
			POST OFFICE SQUARE	2	P-11
OAKWOOD ROAD	5	N-12	POWDER HORN LANE	3	L-7
1 - 19 ODD			POWDER MILL ROAD	5	L-13
OAKWOOD ROAD	6	N-12	PRESCOTT ROAD	4	L-9
2 - 26 EVEN			PROCTOR STREET	6	Q-12
21-END ODD			PROSPECT STEET	4	M-10
OLD BEAVER BROOK	1	S-9	PURITAN ROAD	5	L-12
OLD CART PATH	1	Q-11	PUTNAM ROAD	2	P-10
OLD COLONY LANE	5	N-13	PUTTER DRIVE	5	K-11
OLD HIGH STREET	5	L-12			
OLD MEADOW LANE	5	M-12	QUABOAG ROAD	3	N-8
OLD OREGON TRAIL	1	Q-11	QUAIL RUN	1	R-11
OLD STONE BROOK	1	S-9	QUARRY ROAD	1	S-10
OLD VILLAGE ROAD	6	P-11			
OLDE BARN WAY	2	O-8	RAILROAD STREET	4	M-10
OLDE LANTERN ROAD	3	L-8	REDWOOD ROAD	6	N-11
OLDE SURREY DRIVE	5	M-11	REEVE STREET	1	S-10
ONEIDA ROAD	3	O-8	REVOLUTIONARY ROAD	2	O-10
ORCHARD DRIVE	3	N-7	REX LANE	1	S-11
OVERLOOK DRIVE	4	L-9	RIVER STREET	5	M-11
OXBOW DRIVE	1	Q-11	ROBBINS STREET	4	L-9
			ROBERT ROAD	5	L-12
PALMER LANE	2	R-10	ROBINWOOD ROAD	5	N-11
PARKER STREET	5	L-12	1 - 29 ODD		
PARMLEY DRIVE	5	L-11	ROBINWOOD ROAD	6	N-11
PARTRIDGE POND ROAD	6	O-10	4 - 22 EVEN		
PARTRIDGE HOLLOW	2	Q-10	ROSE COURT	6	P-13
PATRICK HENRY CIRCLE	3	L-7	ROUTE 2		O-8, O-12
PATRIOTS ROAD	2	P-10	RUSSELL ROAD	6	N-12
PAUL REVERE ROAD	3	L-7			
PEARL STREET	4	M-8	SACHEM WAY	1	R-10
PERKINS LANE	3	N-8	SAINT JAMES CIRCLE	4	M-9
PHALEN STREET	6	O-12	SAMANTHA WAY	1	R-10
PHEASANT HILL	1	S-9	SAMUEL PARLIN DRIVE	2	P-9
PHLOX LANE	6	P-12	SANDALWOOD ROAD	6	N-11
PINE CONE STRAND	1	S-9	SANDAS TRAIL	3	O-8
PINE STREET	4	L-10	SANDY DRIVE	5	N-11
PINE RIDGE ROAD	4	M-9	SARAH INDIAN WAY	2	Q-8
PINEWOOD ROAD	6	N-11	SAWMILL ROAD	1	S-11
PIPER LANE	4	M-11	SCHOOL STREET	4	M-10
PIPER ROAD	4	M-11	2-90 EVEN		
4 - 96 EVEN			SCHOOL STREET	5	M-11
PIPER ROAD	5	M-11	100 - 248 EVEN		
1 - 53 ODD			3 - 271 ODD		

STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
SCHOOL STREET	6	M-10	TUMBLING HAWK	1	S-9
285 - 311 ODD			TUPELO WAY	4	M-10
256 - 312 EVEN			TUTTLE DRIVE	4	M-9
SEMINOLE ROAD	3	N-8			
SENECA COURT	3	N-8	VALLEY ROAD	5	L-11
SENECA ROAD	3	N-8	VANDEBELT ROAD	5	M-11
SETTLEMENT WAY	1	R-11			
SHADY LANE	3	L-7	WACHUSETT DRIVE	3	O-7
SILVER HILL ROAD	5	L-12	WALNUT STREET	2	R-10
SIMON HAPGOOD LANE	1	Q-13	WAMPANOAG DRIVE	3	O-7
SIMON WILLARD ROAD	2	O-10	WAMPUS AVENUE	1	R-10
SIOUX STREET	3	O-8	WASHINGTON DRIVE	2	O-9
SMART ROAD	3	L-8	WATERSIDE CLEARING	1	S-9
SOUTH STREET	1	T-11	WAYSIDE LANE	4	M-9
SPENCER BROOK ROAD	1	S-13	WEST ROAD	4	N-8
SPENCER ROAD	4	M-9	WESTFORD LANE	1	S-9
SPLIT ROCK	1	S-9	WESTSIDE DRIVE	5	K12
SPRING HILL ROAD	1	R-12	WETHERBEE STREET	6	O-12
SPRUCE STREET	3	M-9	WHEELER LANE	1	S-11
30-70 EVEN			WHEELWRIGHT LANE	1	R-11
25-75 ODD			WHISPERING WAY	1	R-11
SPRUCE STREET	4	M-8	WHITTIER DRIVE	6	O-11
10-20 EVEN			WILLIS HOLDEN DRIVE	2	P-9
5-11 ODD					
SQUIRREL HILL ROAD	3	L-8	WILLOW STREET	3	L-8
STACY'S WAY	6	N-10	5-179 ODD		
STATION WAY	4	M-10	WILLOW STREET	4	L-8
STONEYMEDIAE WAY	6	P-12	28 -180 EVEN		
STOW STREET	4	L-10	WILSON LANE	2	O-9
STRAWBERRY HILL ROAD	1	Q-12	WINDEMERE DRIVE	3	K-8
4 - END EVEN			WINDINGWOOD LANE	1	R-11
STRAWBERRY HILL ROAD	6	Q-12	WINDSOR AVENUE	4	M-8
5 - END ODD			WINGATE LANE	6	P-12
SUDBURY ROAD	5	K-13	WINTER STREET	3	L-8
SUMMER STREET	4	M-8	WINTERBERRY PATH	1	R-11
8-20 EVEN			WOOD LANE	6	O-11
13-23 ODD			WOODBURY LANE	2	P-10
SUMMER STREET	3	M-8	WOODCHESTER DRIVE	3	K-8
33 - END			WOODFIELD ROAD	3	L-7
SUTTON PLACE	2	Q-9	WRIGHT TERRACE	3	M-8
SWEETBRIAR WAY	1	Q-11	WYNDCLIFF DRIVE	1	R-11
SYLVIA STREET	4	L-10			
TAYLOR ROAD	6	O-10			
TENNEY CIRCLE	5	M-12			
THOREAU ROAD	6	D-11			
TICONDEROGA ROAD	3	L-7			
TILL DRIVE	1	S-11			
TINSDALE DR	1	T-11			
TORRINGTON LANE	4	M-9			
TOWNE HOUSE LANE	4	N-10			
TOWNSEND ROAD	3	L-8			
TRASK ROAD	2	O-10			
TRIANGLE FARM LANE	1	S-13			

POINTS OF INTEREST

A-B REGIONAL HIGH N-10
A-B REGIONAL JR. HIGH N-10
ACTON CENTER FIRE STATION 0-11
ACTON MEMORIAL LIBRARY P-11
ACTON CENTER ARBORETUM 0-11
BAPTIST CHURCH M-9
CITIZENS LIBRARY WEST ACTON M-9
COMMUNITY GARDENS S-12
CONANT SCHOOL N-11
DOUGLAS SCHOOL N-9
D.P.W. BUILDING 0-12
ELM STREET PLAYGROUND N-9
EPISCOPAL CHURCH P-9
EVANGELICAL CHURCH 0-11
EVANGELICAL FREE CHURCH 0-12
FAULKNER HOUSE L-11
FOREST CEMETARY T-11
GARDNER FIELD M-9
GATES SCHOOL N-9
GOWARD FIELD P-11
GRASSY POND CONSERVATION AREA Q-9
GREAT HILL RECREATION AREA M-11
GREAT ROAD/MAIN STREET SOCCER FIELD Q-11
HOSMER HOUSE N-10
ICE HOUSE POND P-12
ISAAC DAVIS FARM SITE 0-10
JONES FIELD M-11
JONES TAVERN M-11
LUTHERAN CHURCH N-10
M.B.T.A. SOUTH ACTON STATION M-11
McCARTHY TOWNE SCHOOL N-10
MERRIAM SCHOOL N-10
MOUNT HOPE CEMETARY L-9
NAGOG HILL CONSERVATION AREA Q-10
NASHOBA BROOK CONSERVATION AREA R-12
POLICE STATION 0-11
POST OFFICE MAIN OFFICE P-12
POST OFFICE WEST ACTON M-9
PRATTS BROOK CONSERVATION AREA L-12
ROMAN CATLOLIC CHURCH 0-9
SCHOOL STREET SOCCER FIELDS N-13
SOUTH ACTON CONGREGATIONAL CHURCH M-11
SOUTH ACTON FIRE STATION M-11
SPRING HILL CONSERVATION AREA R-12
STONEYMEADE CONSERVATION AREA Q-13
TOWN FOREST P-8, S-10
TOWN HALL P-11
TRANSFER STATION N-12
WATER DISTRICT HEADQUARTERS M-8
WEST ACTON FIRE STATION M-9
WILL'S HOLE S-10
WOODLAWN CEMETARY 0-1

BOXBOROUGH

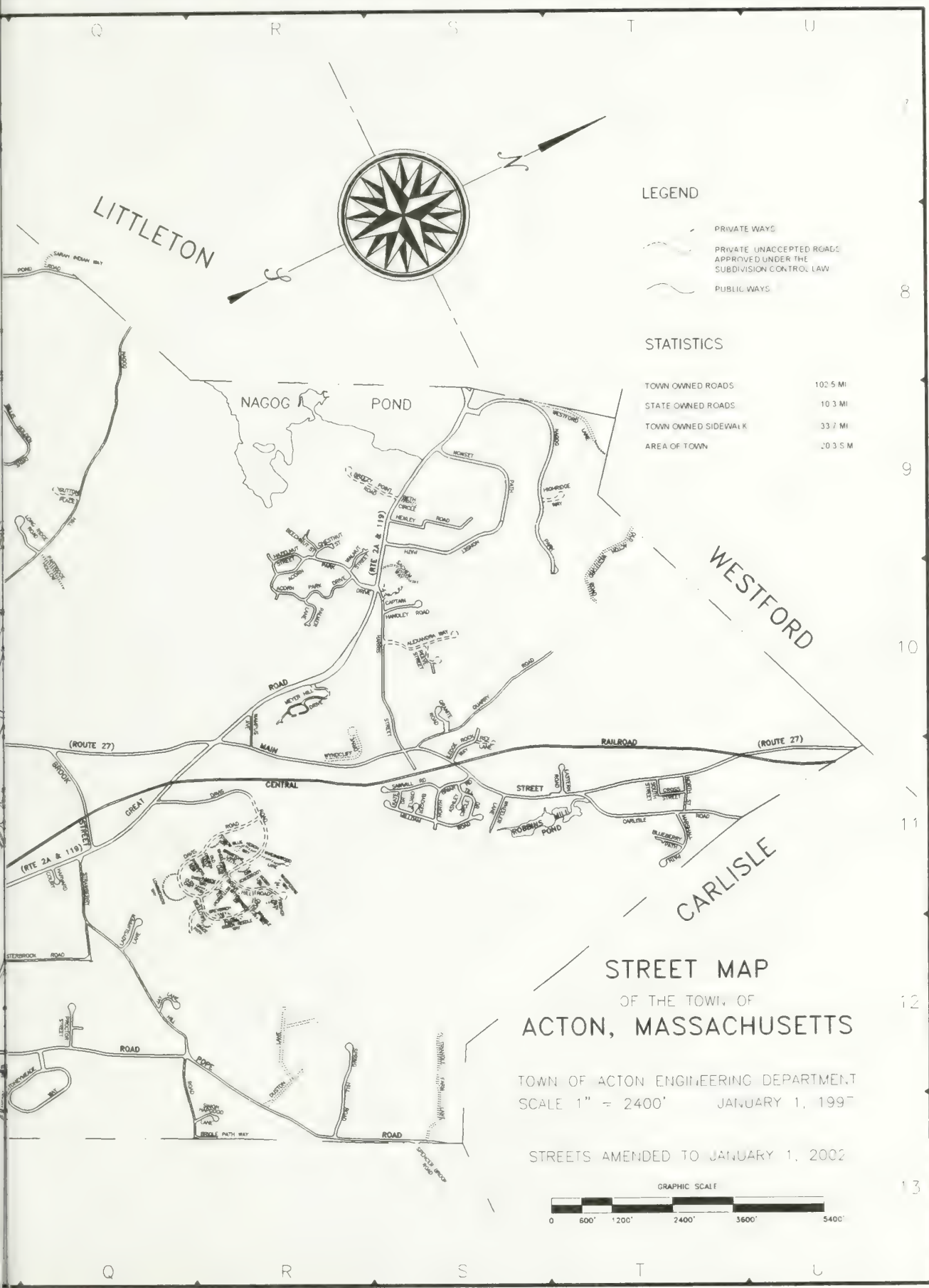


STOW

MAYNARD

CONCORD

SUDBURY



LEGEND

- PRIVATE WAYS
- PRIVATE UNACCEPTED ROADS APPROVED UNDER THE SUBDIVISION CONTROL LAW
- PUBLIC WAYS

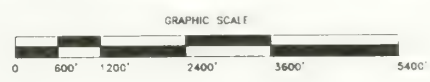
STATISTICS

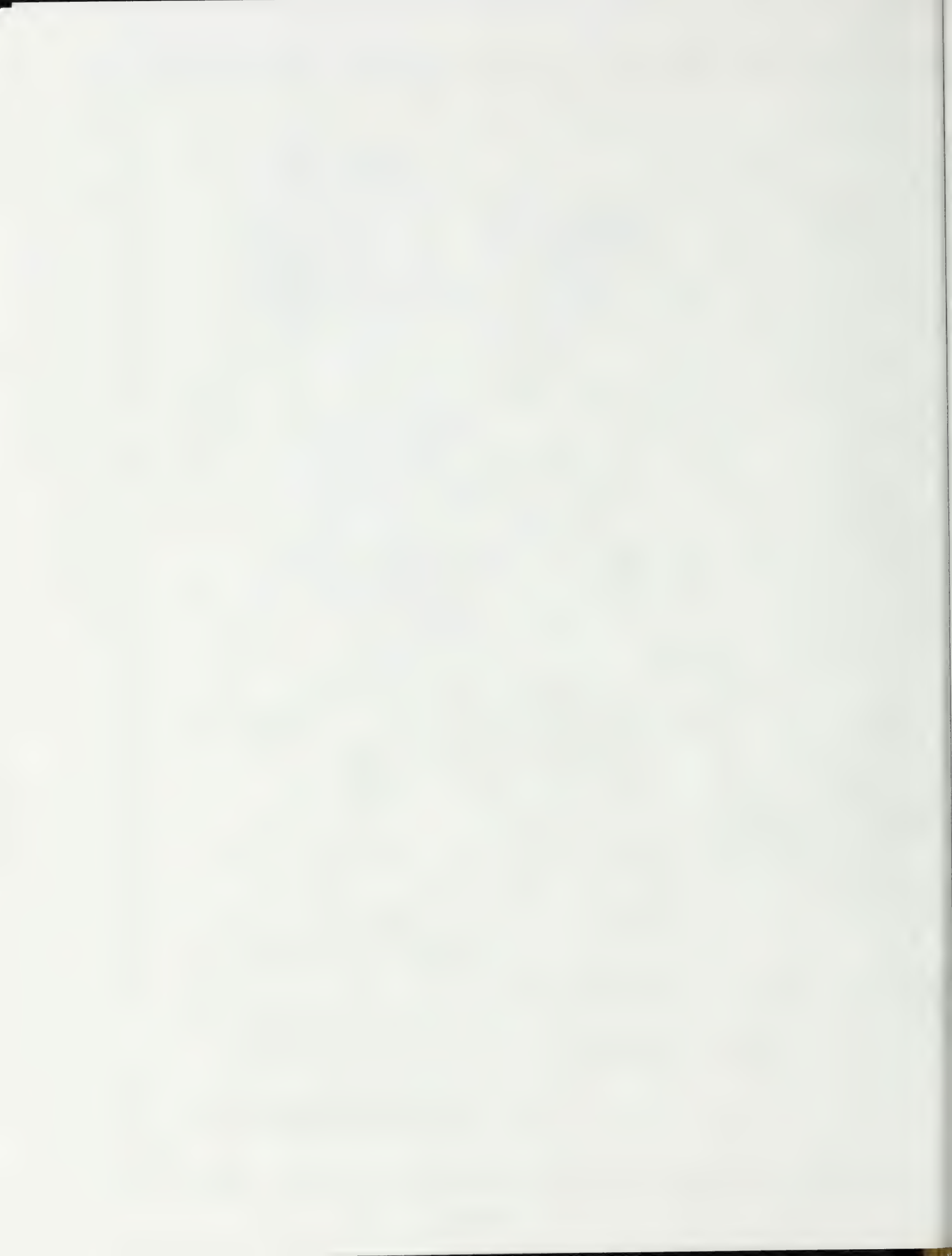
TOWN OWNED ROADS	102.5 MI
STATE OWNED ROADS	10.3 MI
TOWN OWNED SIDEWALK	33.7 MI
AREA OF TOWN	203.5 M

STREET MAP OF THE TOWN OF ACTON, MASSACHUSETTS

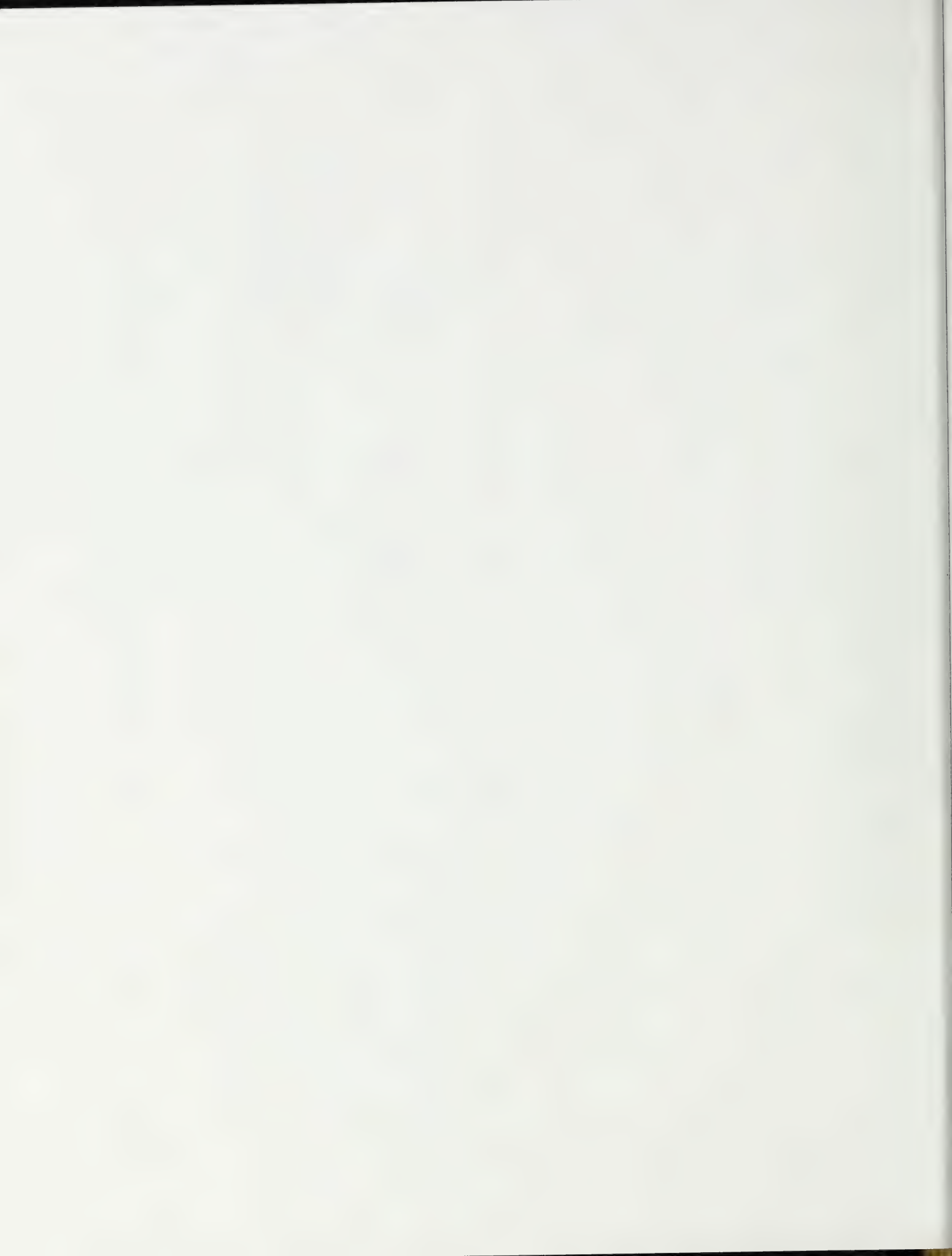
TOWN OF ACTON ENGINEERING DEPARTMENT
SCALE 1" = 2400' JANUARY 1, 1997

STREETS AMENDED TO JANUARY 1, 2002

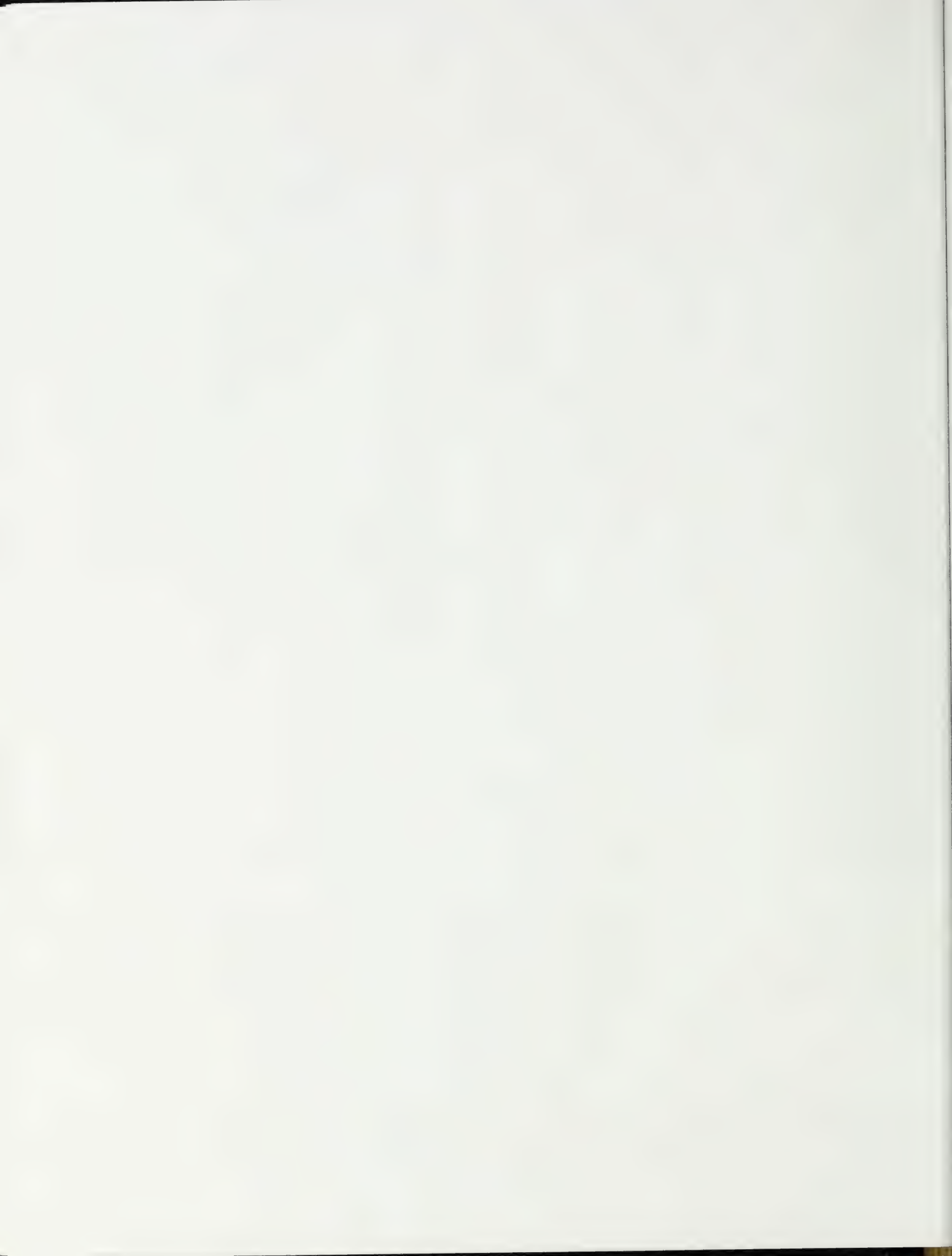














TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the office of the Town Manager at the Acton Town Hall.

(Please print or type)

Date: _____

Mr/Mrs.
Ms/Dr. Last Name _____ First Name _____ Middle Initial _____

Street Address _____ Home Phone _____ Business Phone _____

E-mail address _____

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee, or Commission,

which is of interest to you:

1) _____

2) _____

3) _____

Have you been a member of a Board, Committee, or Commission previously (either in Acton or elsewhere)? If you have, please

list name(s) and dates (approx):

Do you have any time restrictions? _____

How long have you lived in Acton? _____ in Massachusetts? _____

Are you a US citizen? _____

Present occupation and employer? (optional-attach resume) _____

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? _____

Education or special training _____

Please list below any additional information or comments which may help in the matching of your interests with the most appropriate Board/Committee, such as a civic experience, special interest/hobbies, etc.: _____

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton-Boxborough Arts Council
Aging, Council on
Appeals, Board of
Assessors, Board of
Cable Advisory Committee
Cemetery Commission
Commission on Disability
Conservation Commission
Fair Housing Committee
Finance Committee
Volunteer Coordinating Committee

Historic District Commission
Historical Commission
Metropolitan Advisory Planning Council
Minuteman Home Care
Minuteman Vocational School Representative
Planning Board
Prison Advisory Board
Public Ceremonies Committee
South Acton Revitalization Committee
Town Report Committee
Health, Board of

Thank you. If you have any questions or would like more information, please contact a member of the Volunteer Coordinating Committee (you can find out who the current members are by calling the Town Manager's office at Town Hall, 264-9612). The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC INTERVIEW

Applicant called: date/by _____

Schedule date/time _____

VCC Recommendation: Date _____

Board(s) _____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

BOS/TMgr/TMod _____

[] No openings at this time _____

APPOINTING BODY: BOS/Mgr/TMod

Interview Date: _____

Appointed: Date _____

to: Board _____

Term _____

NOTIFICATION OF APPOINTMENT

Date Received by VCC _____

Notification by the VCC _____

Date committee notified _____

Date applicant notified _____

AT YOUR SERVICE

EMERGENCIES

Call 911 to save a life, report a fire, or stop a crime. Give your name, address and phone number.

For other calls, use the business number of the appropriate department.

For questions concerning:	Call:	Telephone
Animal Inspection	Animal Inspector	263-4979
Assessments	Board of Assessors	264-9622
Bills and Accounts	Town Accountant	264-9621
Births, Deaths, and Marriages	Town Clerk	264-9615
Building Commissioner		264-9632
Cemeteries	Cemetery Department	264-9644
Civil Defense	Director of Civil Defense	264-9655
Conservation	Conservation Office	264-9631
Dog Problems (see Licenses)	Dog Officer	264-9638
Education Information	School Superintendent's Office	264-4700
Elderly Affairs	Council on Aging	264-9643
	Minuteman Home Care	263-8720
	Public Health Nursing Service	264-9653
Elections, Voting and Registration	Town Clerk	264-9615
Engineering	Town Engineer	264-9628
Fire (Business and Permits)	Fire Department	264-9645
Garbage and Refuse	Board of Health	264-9634
Hazardous Materials	Board of Health	264-9634
Health and Sanitation	Board of Health	264-9634
Highways and Streets	Highway Department	264-9624
Home Nursing	Public Health Nursing Service	264-9653
Housing	Housing Authority	263-5339
Libraries	Acton Memorial Library	264-9641
	Citizen's Library of West Acton	264-9652
	T.D.D. (for the deaf)	635-0072
Licenses		
Dog, Fishing, Hunting	Town Clerk	264-9615
Mental Health	Mental Health Assoc. of Central Middlesex	369-7715
Permits		
Blasting	Fire Department	264-9645
Building	Building Inspector	264-9632
Food Service	Board of Health	264-9634
Heating	Fire Department	264-9645
Historic Districts Certificate	Building Department	264-9632
Oil Burner	Fire Department	264-9645
Outdoor Burning	Fire Department	264-9645
Plumbing	Building Department	264-9632
Sewage	Board of Health	264-9634
Smoke Detector	Fire Department	264-9645
Wiring	Building Department	264-9632
Zoning	Zoning Enforcement Officer	264-9636
Planning	Planning Department (Fair Housing)	264-9636
Police Business	Police Department	264-9638
Recreation	Town Hall	264-9608
Selectmen	Town Hall	264-9611

For questions concerning:

Street Lights
 Street Trees
 Tax Collections
 Town Finances
 Town Manager
 Train Service
 Transfer Station/Recycle Center
 Veterans' Services
 Water Problems
 Welfare
 Wire Inspection
 Zoning
 Zoning Appeals

Schools

School Nurse

Night Calls

Special Calls

Custodian

Call:

Municipal Properties
 Municipal Properties
 Treasurer and Collector
 Treasurer
 Town Hall
 Boston and Maine
 Highway Department
 Veterans' Agent
 Water District
 Welfare Department
 Wire Inspector
 Zoning Enforcement Officer
 Board of Appeals

Telephone

264-9629
 264-9629
 264-9617
 264-9617
 264-9612
 800-392-6100
 264-9624
 264-9617
 263-9107
 978-893-0146
 263-9632
 264-9636
 264-9632

 Swtichboard Calls (7 a.m. - 4 p.m.) 264-4700
 Acton-Boxborough Regional High School 264-4700
 Acton-Boxborough Regional Junior High School 264-4700
 Community Education Office 266-2525
 Conant School 266-2550
 Douglas School 266-2560
 Gates School 266-2570
 McCarthy-Towne School 264-4700
 Merriam School 264-4700
 Central Office (all schools) 264-4700
 Community Education at High School 264-4700 x 403
 Community Education at Junior High School 264-4700 x 304
 Athletic Office 264-4700 x 420
 Field Office 264-4700 x 423
 Extended Day Programs 264-4700 x 245
 Acton-Boxborough Regional High School 264-4700 x 409
 Acton-Boxsborough Junior High School 264-4700 x 309

REGULARLY SCHEDULED MEETINGS

Acton Finance Committee
 Acton Historical Commission
 Acton Housing Authority
 Acton Memorial Library Trustees
 Board of Appeals
 Board of Assessors
 Board of Health
 Board of Selectmen
 Cable Advisory
 Cemetery Commission
 Citizens' Library
 Commission on Disability
 Community Housing
 Conservation Commission
 Council on Aging
 Historic District Commission
 Planning Board
 Recreation Commission
 School Committee - Local
 School Committee - Regional
 Transportation
 Volunteer Coordinating Committee
 Water Commissioners

Tuesday 7:30 PM
 2nd Wednesday 8 PM
 1st & 3rd Monday 7:30- PM
 3rd Monday 7:30 PM
 As Posted
 1st Wednesday 6 PM
 2nd & 4th Monday 7:30 PM
 Every other Monday As Posted 7:00 PM
 As Posted
 2nd Tuesday 2 PM
 3rd Thursday 7:30 PM
 2nd Wednesday 7 PM
 1st & 3rd Thursday 7 AM
 1st & 3rd Wednesday 7:30 PM
 2nd Wednesday (except August) 7:30 PM
 1st & 3rd Monday 7:30 PM
 2nd & 4th Tuesday 7:30 PM
 4th Tuesday 7:30 PM
 As Posted
 As Posted
 2nd Tues. 7:30 PM
 2nd & 4th Monday 7:30 PM
 2nd & 4th Monday 7:30 PM

Town Hall
 Town Hall
 68 Windsor Ave., West Acton
 Conference Room
 Town Hall
 Town Hall
 Town Hall
 Town Hall
 Woodlawn Com.
 Citizens' Library, West Acton
 Town Hall
 Town Hall
 Town Hall
 Senior Center, Audubon Drive
 Town Hall
 Acton Memorial Library
 Town Hall
 Junior High, Library
 High School Library
 Town Hall
 Town Hall
 Whitcomb Station, 693 Mass. Ave.



Town of Acton

2003 Annual Town Report

Acton (Mass.)

Annual reports, Town of Acton, Massachusetts

2003

Acton

Incorporated as a Town:	July 3, 1735																				
Type of Government:	Town Meetings ~ Selectmen/Town Manager																				
Location:	Eastern Massachusetts, Middlesex County, bordered on the east by Carlisle and Concord, on the west by Boxborough, on the north by Westford and Littleton, on the south by Sudbury, and the southwest by Stow and Maynard.																				
Elevation at Town Hall:	268' above mean sea level																				
Land Area:	Approximately 20 square miles																				
Population:	<table><tr><th>Year</th><th>Persons</th></tr><tr><td>1950</td><td>3,510</td></tr><tr><td>1960</td><td>7,238</td></tr><tr><td>1970</td><td>14,770</td></tr><tr><td>1980</td><td>19,000</td></tr><tr><td>1990</td><td>18,143</td></tr><tr><td>2000</td><td>20,331</td></tr><tr><td>2001</td><td>19,789</td></tr><tr><td>2002</td><td>19,842</td></tr><tr><td>2003</td><td>19,916</td></tr></table>	Year	Persons	1950	3,510	1960	7,238	1970	14,770	1980	19,000	1990	18,143	2000	20,331	2001	19,789	2002	19,842	2003	19,916
Year	Persons																				
1950	3,510																				
1960	7,238																				
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1980	19,000																				
1990	18,143																				
2000	20,331																				
2001	19,789																				
2002	19,842																				
2003	19,916																				

IN MEMORIAM

FRANKLIN CHARTER - Tree Warden - Town Forest Committee - Conservation Committee

JOSEPH GRANDINE, II - Acton Memorial Library Trustee - Commission on Disabilities

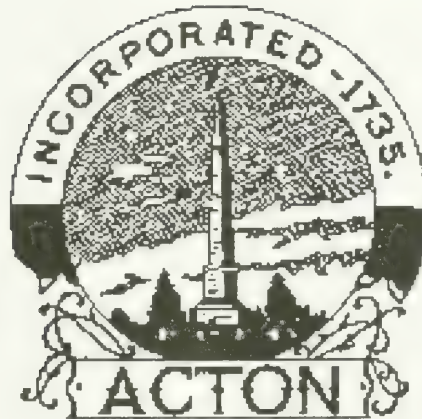
HOWARD FULLONTON JONES - Cemetery Commissioner

STANLEY TANNER WRAY - Cemetary Commissioner

DOROTHY WILLIAMS - Poll Watcher

COVER ART SUPPLIED BY JOHN MURRAY

**2003
Annual
Reports**



**Town of
Acton,
Massachusetts**

**Two Hundred and Sixty-Eighth Municipal Year
for the year ending December 31, 2003**

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ADMINISTRATIVE SERVICES

BOARD OF SELECTMEN

2003 was a special, yet difficult year for the Board of Selectmen. When we entered the year we were in the midst of difficult budget decisions. It was clear that we needed an Operating Override in order to compensate for the structural deficiencies of Proposition 2 ½. It was also clear to the Selectmen, School Committees and Finance Committee that, even with a substantial override, there would be a need to reduce services from the FY03 level in order to balance the budget in FY04. The Selectmen had not approached the voters with such a question for nearly a decade and we were reluctant to do so in 2003. However, months of study and a three year budgetary plan developed by the Acton Leadership Group (ALG), clearly showed that we should seek an override to supplement revenues for FY04. At the same time, we made the conscious decision to not request an override for FY05 but to consider the real probability that the economy would not recover for FY06, prompting the need for another override at that time. Budgets, dubbed the "A" and "B" Budgets, were developed to indicate the levels of Municipal and School services that could be provided under the conditions of a passed or failed override vote, respectively.

After months of debate, the voters of Acton approved the requested override at the Annual Town Election in March. This paved the way for the subsequent approval of the "A" Budgets at the Annual Town Meeting in April. Even with the passage of the override, however, revenues for FY04, combined with extraordinary increases in some fixed-cost areas (Pensions, Health Insurance, etc.) were insufficient to maintain services at the FY03 levels and both the Municipal and School operations were forced to reduce service levels going into FY04. The good news is that services were maintained at levels closer to the FY03 service levels than they would have been had the override failed. The other good news was that the passage of the override was a key factor in the Town receiving a bond rating upgrade from Moody's Investors Service. This upgrade was more than unusual, coming at an economic time when many communities were being downgraded. The Acton taxpayer is the direct beneficiary of this upgrade. The Town has already received extremely favorable borrowing rates for both the new Twin School and the new Public Safety Facility. These favorable rates are directly attributable to the bond rating upgrade and will save hundreds of thousands of dollars in borrowing costs over the life of the loans. This will play out as even greater savings as the Acton-Boxborough Regional School District borrows for the Junior and Senior High School projects.

The budgetary picture, especially the income side of the equation, has not improved much over the last 12 months. The New England economy continues to lag behind the rest of the nation and State revenues have not rebounded as we had hoped they would. Even with the successful override to bolster the

FY04 Budgets, the picture remains gloomy for FY05. Nonetheless, the ALG stands by its plan and pledge of last year to avoid an override for FY05. Unfortunately, this comes at a significant cost. Both Municipal and School operations must make substantial reductions in personnel and services in order to meet the budgetary constraints imposed by the combination of Proposition 2 ½, the economy and rising fixed-costs.

With the adoption of the Community Preservation Act (CPA) in November 2002, the Selectmen moved quickly to establish a Community Preservation Committee (CPC). The CPC worked diligently throughout 2003 to create a process for carrying out its mandates related to Historic Preservation, Open Space, Affordable Housing and Recreation. True to its word, the State has matched local contributions to this fund, dollar-for-dollar. The CPA has already generated over \$470,000 of State matching funds in FY04, alone, and promises to deliver substantial state matching funds for the foreseeable future. These moneys will be set aside and used to assist in creating and preserving these critical cultural and community elements for future generations of Actonians. The first of the Committee's funding recommendations will be presented to the 2004 Annual Town Meeting in April.

Voters at a Special Town Meeting on October 15, 2002, approved funding for construction of a new Public Safety Facility at the site of the present Police Station. The architect was hired shortly after the Town Meeting vote and work proceeded on development of plans and specifications. Bids were received for the building in late July and, after working through several issues, ground was broken in September. The project is proceeding at this time. Citizens are encouraged to observe the construction as you drive past but, due to limited space at the Police Station and the inherently dangerous conditions of a major construction site, we would ask that you not stop or attempt to enter the construction site.

In previous years we have reported issues of significant concern with respect to the Middlesex Retirement System and, more specifically, the management practices and business decisions of the Middlesex Retirement Board. Your Selectmen took an active role this year in efforts to pass legislation aimed at reform and restructuring of the Middlesex Retirement Board. Although the reform legislation has not yet passed, we are pleased to advise that the Executive Director of the Middlesex Retirement System has resigned/retired and we are hopeful that his successor will be more responsive and responsible to the member units. We will continue to monitor the activities of this organization and seek appropriate controls to see that taxpayer dollars are not wasted or squandered.

As to the Board itself, Pam Harting-Barrat left the Board when she decided not to run for re-election in March 2002. We thank her for her many years of public service. In her stead, Bob Johnson ran for and won election to the Board. Bob brings understanding and perspective gained from service as a volunteer in several capacities. He has worked diligently to "come up to speed" and has shouldered significant responsibilities in his first year as a Selectman, including serving as the Board's liaison to the East Acton Village Planning Committee and taking on the issues related to NESWC and Acton's future solid waste disposal needs. When the Board reorganized in May, I was elected Chairman, Peter Ashton was elected Vice-Chairman and Dore' Hunter was elected Clerk.

In addition to my substantial duties as Chairman, I have also served as one of the Board's representatives on the ALG and maintained my responsibilities as the Board's representative to the Community Preservation Committee. Peter, as Vice Chairman, is the Board's second representative to the ALG, maintains his responsibilities as a member of the Senior and Disabled Tax Aid Committee and generally serves as the Board's financial specialist. Dore' Hunter, the longest serving member of the Board of Selectmen, continues to amaze fellow Board members with his enthusiasm, dedication and hard work, focusing on the school building projects, transportation issues including the Rt. 2 advisory committee and the MBTA Advisory Board, and serving as Co-Chair of the Public Safety Facility Building Committee. Trey Shupert has worked tirelessly as a member of the Economic Development Committee and Co-Chair of the Public Safety Facility Building Committee. Trey also assumed the role as the Board's "watch dog" with regard to the problems at the Middlesex Retirement System and has represented the Town well in his testimony supporting our legislation to reform the Middlesex Retirement Board.

The Town enjoys the volunteer services of a host of residents who form its many committees and boards. Night after night, these hard-working individuals contribute their time to make Acton a better place for all of us to live. The Board extends its sincere thanks and appreciation to all who have served the Town and extends an invitation to all who would like to consider such a commitment.

Walter Foster, Chairman
Board of Selectmen

TOWN MANAGER'S REPORT

From the viewpoint of your Municipal Staff, Calendar Year 2003 is best characterized as a series of cliffhanger events.

In early January we were deeply engrossed in efforts to convince the primary municipal bond rating agencies, Moody's Investors Service and Standard & Poor's, that the Town of Acton compares more than favorably with the select group of municipalities in the nation who boast the coveted top credit rating (Aaa). This was a bold move in economic times when few communities in the nation were receiving any consideration for upgrades, most were holding their breath, hoping to maintain their ratings, and many were being downgraded. Moreover, it would have meant a double increase on the part of Moody's who, at the time, rated Acton as Aa2 (the third highest level in their rating structure). Nonetheless, we set out to prove our point. We made our pitch to Moody's and, for the first time, to Standard & Poor's. As luck would have it, the day after we completed our presentations, Governor Romney announced significant cuts in local aid. This prompted another series of face-to-face meetings with both agencies as we attempted to reassure them of Acton's ability to manage the deteriorating fiscal situation at the State level.

Standard and Poor's quickly showed their confidence with a AA+ rating, their second highest. Moody's was more conservative, placing us on a very small, select list of communities across the country who were on a "watch for an upgrade". In doing this, Moody's made it quite clear that they wanted to wait and see how the voters of Acton would support municipal and school services vis-a-vis the pending Operating Override that was scheduled for the Annual Election in March.

The action of Moody's made the March Override vote even more of a cliffhanger for all who were concerned about our bond rating and the substantial savings we would realize in borrowing costs if an upgrade were to be awarded. There was significant debate around this issue over the two months leading up to the election. Ultimately, the voters of Acton approved the Override and, only days later, Moody's awarded an upgrade to Aa1 ... only one step away from the "gold ring" and one of the few upgrades awarded nation-wide in 2003. This rating has already paid dividends with our most recent borrowing reflecting nearly ½% savings over comparable borrowings at our previous Aa2 rating. To put this in perspective, the more favorable interest rates will apply to nearly \$100 million of borrowing for School and Municipal projects that are underway.

As the bond rating issue continued, so too, did our progress toward bidding and starting construction of the new Public Safety Facility. This project had been plagued with issues related to scope and cost for several years. Even after those debates were resolved, there was substantial concern for the amount and cost of ledge removal that might be encountered after construction began. Final bids were received in August and, much to our

consternation, they were higher than we had hoped. This sent us on an urgent search for further "value engineering" savings in an already tight design. The Architect, Steering Committee, Selectmen and Staff worked feverishly for more than a month before gaining sufficient confidence to conclude that we could and should move ahead with the project. With the contract finally signed in September, all eyes turned to the blasting operation that would determine how much of the limited Contingence Fund for this project we might need for unexpected amounts of ledge. This phase of the work was completed in the late Fall and we all breathed a collective sigh of relief as the final quantities only slightly exceeded estimates and another 2003 cliffhanger came to a successful conclusion.

As we close 2003 and anticipate 2004, we hope that there are fewer cliffhangers in our future. To the extent that there are, we will continue to strive for the successful resolutions that we managed in 2003.

These cliffhangers were but minor distractions, however, when compared to the difficult financial times we weathered and the bleak outlook for 2004. Once again, the rhetoric of State and Federal leaders, touting local government as the frontline in the war on crime, homeland security, education, libraries, etc. has been contradicted by their reductions in aid for local governments as the economic time worsens. Even with your support for the Override, we had to reduce service levels this year to make ends meet. Next year will be worse. We ask for your patience as we are forced to make the difficult decisions to have fewer police and fire personnel on duty for emergency responses, library hours reduced and our infrastructure deteriorates. We will continue to endeavor to provide the most complete package of Municipal services possible, within the limited resources available to us.

Respectfully submitted,

Don P. Johnson, Town Manager

THE TOWN REPORT COMMITTEE

The Town Report Committee manages the compilation and publication of the annual Town Report. This entails notifying and collecting a large number of individual components, proofing the reports before and after they are sent to the printer, and serving as liaison with the printer to ensure that as accurate and complete as possible a town report is prepared.

Two individuals, Ann Chang and Christine Joyce have, once again, carried the main responsibility for this year's report. Particular thanks to Christine for her unflagging attention and support through all the steps in the process.

This year's photographs, for the most part, reflect our town's school system. The photographs of the high school's new addition were taken by students in the Acton-Boxborough high school's Advanced Photo class. They include Kattie Evans (Worker At Rest), Samuel Andelman (Up the Down Staircase) and David Wajsfelner (Pipe Dreams). Theodore Jarvis photographed a variety of Acton Public School front entrances, as a memento of the schools as they were in the year 2003.

Ann Chang
Mildred Jarvis
Christine Joyce

VOLUNTEER COORDINATING COMMITTEE (VCC)

The Volunteer Coordinating Committee (VCC) works for the Board of Selectmen, Town Manager and Town Moderator to help staff Town boards. During 2003, approximately 150 people served as volunteers on Town boards or committees. The VCC interviewed 28 candidates to fill openings. We monitor the status of committee membership and recommend reappointment of members who are eligible and wish to serve additional terms.

Acton is fortunate to have an active and dedicated volunteer force serving on approximately 28 volunteer boards of town government. Some examples are the Board of Health, Conservation Commission, Historical Commission and the Planning Board.

Acton's volunteer boards contribute thousands of hours of valuable and much appreciated service to the Town. We encourage anyone who is interested in serving on any town committee to fill out a volunteer application. Applications are available at Town Hall, the Libraries, and in the Town Report.

Thank you to all those volunteers, who contributed so much to the Town of Acton.

Nancy Whitcomb, Chairman
Doris Prendiville, Clerk*
Jean Schoch
Sheryl Egan*
Efi Papadopoulos
Karen McDonald

*resigned

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

The Town's tax base grew by more than \$400 million in valuation from FY02. This was attributed to new construction and a town wide reassessment program, reflective January 1, 2002. At the annual classification hearing, the Board of Selectman voted a uniform tax rate of \$13.55.

Fiscal Year 2003 Valuation Summary

Property Class	Valuation	% of Total
Residential	2,700,372,191	87.3%
Commercial	265,829,646	8.6%
Industrial	91,647,125	3.0%
Personal Property	35,937,711	1.1%
Total Taxable Value	3,093,786,673	100%

The Board of Assessors regular scheduled meetings are on the first Wednesday of each month at 6:00 P.M. in the Town Hall. Additional meetings are held as needed. Dates and times are posted 48 hours in advance.

Tax Rates

Residential	Com/Ind/PP
13.55	13.55

Assessors

James Kotanchik, Chairman
Lester Goodridge
Susan Miller

HOUSE SALES 2003

Property Location	Sale Date	Sale Price
27 AGAWAM RD	5/30/02	430,000
33 AGAWAM RD	9/27/02	545,000
11 ALEXANDRA WY	7/19/02	700,000
9 ALGONQUIN RD	10/31/02	457,000
3 ANDREW DR	2/25/02	828,673
22 ARLINGTON ST	10/16/02	524,900
130 ARLINGTON ST	9/27/02	539,000
133 ARLINGTON ST	7/24/02	319,000
211 ARLINGTON ST	6/26/02	625,000
310 ARLINGTON ST	1/21/02	389,900
359 ARLINGTON ST	8/29/02	549,000
389 ARLINGTON ST	10/1/02	450,000

Property Location	Sale Date	Sale Price
405 ARLINGTON ST	12/30/02	480,000
4 ASHWOOD RD	3/29/02	400,500
106 AUDUBON DR	12/31/02	349,900
116 AUDUBON DR	8/16/02	400,000
120 AUDUBON DR	8/5/02	381,000
1 BELLANTONI DR	8/16/02	464,000
4 BELLANTONI DR	11/18/02	490,000
2 BETH CIR	2/11/02	221,000
9 BETH CIR	10/2/02	240,000
15 BETH CIR	10/1/02	260,000
5 BEVERLY RD	8/1/02	461,000
3 BITTERSWEET LN	12/26/02	685,000
3 BLACK HORSE DR	8/13/02	478,000
23 BLACK HORSE DR	6/18/02	482,500
24 BLACK HORSE DR	9/17/02	473,000
28 BLACK HORSE DR	10/30/02	479,800
5 BLUE HERON WY	8/21/02	540,000
6 BRAEBROOK RD	3/4/02	397,400
239 BROWN BEAR CRSG	11/6/02	299,500
272 BROWN BEAR CRSG	6/25/02	317,000
21 BRUCEWOOD RD	6/28/02	500,000
28 BRUCEWOOD RD	12/10/02	344,000
133 BUTTERNUT HOLLOW	7/9/02	263,500
144 BUTTERNUT HOLLOW	5/24/02	303,000
152 BUTTERNUT HOLLOW	4/2/02	292,000
4 CAPT BROWNS LN	7/3/02	569,000
13 CAPT HANDLEY RD	10/15/02	759,900
15 CAPT HANDLEY RD	7/17/02	739,900
22 CARLISLE RD	3/29/02	460,000
11 CARLTON DR	6/12/02	640,000
24 CARLTON DR	8/23/02	1,000,000
9 CARRIAGE DR	6/28/02	372,000
53 CENTRAL ST	8/1/02	585,000
65 CENTRAL ST	3/8/02	252,000
248 CENTRAL ST	8/29/02	345,000
371 CENTRAL ST	2/28/02	326,000
412 CENTRAL ST	3/29/02	275,900
18 CHADWICK ST	7/29/02	347,000
90 CHARTER RD	4/2/02	468,000
101 CHARTER RD	10/11/02	699,000
4 CHESTNUT ST	5/31/02	690,750
5 CONANT ST	5/13/02	400,000
39 CONANT ST	6/4/02	400,000
41 CONANT ST	7/15/02	435,000
53 CONANT ST	1/18/02	357,500
23 CONCORD RD	5/20/02	439,000
37 CONCORD RD	1/28/02	493,500
6 COOLIDGE DR	12/30/02	621,000
15 CRAIG RD	8/7/02	1,200,000
6 CROSS ST	10/28/02	249,900
102 DAVIS RD	7/3/02	640,000

Property Location	Sale Date	Sale Price	Property Location	Sale Date	Sale Price
11 DAVIS RD #A5	8/5/02	155,000	20 ETHAN ALLEN DR	5/16/02	463,000
15 DAVIS RD #A6	8/22/02	120,000	47 ETHAN ALLEN DR	7/24/02	425,000
23 DAVIS RD #B1	7/1/02	157,900	2 EVERGREEN RD	11/25/02	384,900
17 DAVIS RD #B10	9/13/02	149,000	38 FAULKNER HILL RD	6/28/02	428,000
17 DAVIS RD #B14	11/20/02	132,000	9 FERNWOOD RD	2/8/02	418,000
19 DAVIS RD #B2	11/25/02	159,000	5 FLINTLOCK DR	10/8/02	465,000
23 DAVIS RD #B3	7/15/02	125,000	8 FLINTLOCK DR	9/27/02	380,000
11 DAVIS RD #B4	7/1/02	110,000	5 FOREST RD	6/27/02	342,000
15 DAVIS RD #B6	5/6/02	123,000	11 FRANCINE RD	5/30/02	459,900
23 DAVIS RD #C1	11/7/02	175,000	1 GERALD CIR	8/14/02	691,000
11 DAVIS RD #C11	5/31/02	145,000	17 GRACE PA	8/23/02	674,900
11 DAVIS RD #C12	3/8/02	145,000	18 GRASSHOPPER LN	3/1/02	690,000
15 DAVIS RD #C12	5/20/02	124,000	422 GREAT ELM WY	9/10/02	328,000
19 DAVIS RD #C3	12/16/02	126,000	442 GREAT ELM WY	2/21/02	271,000
17 DAVIS RD #C6	2/27/02	127,900	549 GREAT ELM WY	11/18/02	272,455
17 DAVIS RD #C7	9/20/02	185,000	2 GREAT RD	6/7/02	263,999
15 DAVIS RD #C8	1/11/02	128,000	7 GREAT RD	8/5/02	300,000
14 DEACON HUNT DR	8/9/02	575,500	56 GREAT RD	3/1/02	520,000
23 DEACON HUNT DR	1/16/02	540,000	136 GREAT RD	1/4/02	200,400
12 DEERGRASS LN	6/11/02	490,000	332 GREAT RD	4/1/02	600,000
5 DEVON DR	1/31/02	381,057	452 GREAT RD	12/5/02	830,000
7 DEVON DR	1/29/02	392,432	397 GREAT RD #1	6/24/02	309,000
9 DEVON DR	1/25/02	389,358	426 GREAT RD #1	11/1/02	112,500
11 DEVON DR	1/31/02	391,641	374 GREAT RD #10	1/18/02	224,750
15 DEVON DR	4/12/02	407,240	405 GREAT RD #10	10/31/02	135,000
17 DEVON DR	8/2/02	384,610	428 GREAT RD #11	6/7/02	103,000
19 DEVON DR	4/29/02	387,570	48 GREAT RD #14	5/6/02	103,000
21 DEVON DR	7/15/02	399,237	405 GREAT RD #14	9/16/02	144,500
23 DRUMMER RD	9/17/02	262,000	428 GREAT RD #14	6/27/02	116,000
36 DRUMMER RD	12/6/02	252,000	48 GREAT RD #17	6/7/02	125,000
37 DRUMMER RD	7/31/02	255,000	424 GREAT RD #17	3/1/02	93,000
45 DRUMMER RD	4/26/02	252,000	428 GREAT RD #17	5/30/02	110,000
91 DRUMMER RD	9/26/02	250,000	428 GREAT RD #18	7/15/02	106,000
1 DRUMMER RD #A3	5/31/02	135,900	401 GREAT RD #3	3/25/02	206,000
5 DRUMMER RD #C1	5/30/02	128,700	403 GREAT RD #3	6/27/02	222,000
2 DRUMMER RD #D2	7/31/02	79,900	405 GREAT RD #3	6/28/02	123,000
2 DRUMMER RD #D4	12/6/02	165,000	48 GREAT RD #32	8/2/02	127,000
2 DRUMMER RD #D6	8/19/02	164,000	48 GREAT RD #33	6/28/02	110,000
6 DRUMMER RD #F1	5/15/02	70,000	370 GREAT RD #5	3/19/02	115,000
6 DRUMMER RD #F6	2/28/02	132,750	405 GREAT RD #5	10/11/02	154,000
19 DUGGAN RD	9/30/02	402,500	407 GREAT RD #5	1/22/02	195,000
14 DURKEE RD	9/3/02	372,800	426 GREAT RD #5	11/8/02	105,000
16 DURKEE RD	9/27/02	492,500	403 GREAT RD #6	11/4/02	225,000
31 ELM ST	8/16/02	378,000	426 GREAT RD #7	8/30/02	105,000
3 ELM ST UNIT 1	7/3/02	173,000	403 GREAT RD #9	10/21/02	251,750
5 ELM ST UNIT 3	9/16/02	189,000	420 GREAT RD #B1	7/17/02	150,000
11 ELM ST UNIT 3	8/15/02	188,000	205 GREAT RD #B2	11/15/02	157,500
5 ELM ST UNIT 4	10/29/02	180,000	187 GREAT RD #B7	6/20/02	99,700
5 ELM ST UNIT 5	12/23/02	165,000	420 GREAT RD #B9	10/18/02	155,000
7 ELM ST UNIT 5	6/26/02	168,900	420 GREAT RD #C10	8/27/02	155,000
7 ELM ST UNIT 6	10/31/02	179,900	205 GREAT RD #C8	12/6/02	129,000
3 ELM ST UNIT 7	11/15/02	191,900	420 GREAT RD #C8	10/3/02	124,000
11 ELM ST UNIT 7	6/25/02	172,000	209 GREAT RD #C9	11/12/02	164,000
7 ELM ST UNIT 8	9/6/02	186,000	384 GREAT RD A101	9/5/02	158,400

Property Location	Sale Date	Sale Price	Property Location	Sale Date	Sale Price
392 GREAT RD A102	12/31/02	133,000	18 JOHN SWIFT RD	6/26/02	347,000
390 GREAT RD A2	9/3/02	134,900	9 KELLEY RD	11/22/02	379,500
380 GREAT RD A204	5/29/02	126,000	21 KINSLEY RD	5/6/02	255,000
384 GREAT RD A301	2/27/02	148,000	4 KNOWLTON DR	4/25/02	545,000
392 GREAT RD A301	2/28/02	149,900	16 KNOWLTON DR	12/10/02	585,000
384 GREAT RD A304	8/1/02	150,000	47 LEXINGTON DR	5/15/02	552,000
388 GREAT RD A5	8/1/02	165,000	49 LEXINGTON DR	7/12/02	572,000
386 GREAT RD A6	5/17/02	113,500	3A LINCOLN DR	6/3/02	850,000
390 GREAT RD A6	7/26/02	134,900	3B LINCOLN DR	12/3/02	860,000
388 GREAT RD A9	8/15/02	168,000	19 LINCOLN DR	8/5/02	605,000
388 GREAT RD B19	6/3/02	130,000	3 LITTLEFIELD RD	2/8/02	327,000
382 GREAT RD B201	8/20/02	120,000	14 LONG RIDGE RD	7/17/02	649,900
384 GREAT RD B201	5/31/02	133,000	15 LONG RIDGE RD	8/29/02	586,000
392 GREAT RD B202	5/30/02	155,000	6 LOTHROP RD	4/8/02	377,000
392 GREAT RD B204	3/12/02	140,000	7 LOTHROP RD	11/8/02	399,000
384 GREAT RD B302	10/16/02	165,000	10 LOTHROP RD	8/26/02	415,000
11 GRIST MILL RD	9/30/02	546,000	21 LOTHROP RD	8/29/02	542,500
48 HAMMOND ST	7/12/02	740,000	2 MAGNOLIA DR	1/16/02	425,000
87 HAMMOND ST	4/17/02	374,000	46 MAIN ST	7/16/02	314,000
10 HARTLAND WY	2/28/02	395,773	54 MAIN ST	5/20/02	337,000
16 HARTLAND WY	6/14/02	388,435	65 MAIN ST	2/7/02	300,500
18 HARTLAND WY	6/25/02	391,331	68 MAIN ST	5/30/02	300,000
20 HARTLAND WY	7/26/02	416,973	90 MAIN ST	8/21/02	330,400
22 HARTLAND WY	9/13/02	426,506	100 MAIN ST	7/26/02	285,000
24 HARTLAND WY	10/9/02	401,803	106 MAIN ST	6/11/02	275,000
26 HARTLAND WY	7/24/02	419,059	158 MAIN ST	10/15/02	375,000
27 HARTLAND WY #107	12/13/02	329,900	173 MAIN ST	11/22/02	321,000
103 HAYWARD RD	9/27/02	389,250	178 MAIN ST	11/1/02	343,000
7 HEATHER HILL RD	9/27/02	490,000	197 MAIN ST	10/24/02	350,000
12 HEATHER HILL RD	7/30/02	493,000	594 MAIN ST	9/27/02	693,000
82 HIGH ST	7/24/02	487,000	780 MAIN ST	10/7/02	237,500
133 HIGH ST	5/20/02	420,000	274 MAIN ST #A1	8/2/02	220,000
149 HIGH ST	3/11/02	649,900	276 MAIN ST #C6	9/13/02	206,000
171 HIGH ST	6/24/02	375,000	12 MALLARD RD	7/16/02	477,888
201 HIGH ST	10/30/02	376,840	16 MAPLE ST	8/16/02	335,000
237 HIGH ST	7/31/02	562,000	77 MAPLE ST	10/8/02	327,000
263 HIGH ST	4/2/02	266,000	3 MARIAN RD	11/4/02	300,000
1 HILLCREST DR	7/25/02	570,000	13 MARIAN RD	10/11/02	389,900
3 HILLCREST DR	6/28/02	580,000	446 MASS AV	9/30/02	340,000
4 HILLCREST DR	6/21/02	525,000	526 MASS AV	11/21/02	298,000
20 HOMESTEAD ST	7/26/02	401,500	634 MASS AV	5/23/02	315,000
36 HOSMER ST	8/1/02	462,500	418 MASS AV #2	12/27/02	160,000
85 HOSMER ST #B3	10/30/02	130,000	418 MASS AV #3	9/3/02	160,000
85 HOSMER ST #E3	6/5/02	130,000	211 MEADOWS EDGE	7/31/02	316,000
2 HOUGHTON LN	6/28/02	452,900	215 MEADOWS EDGE	10/11/02	305,000
8 HURON RD	8/30/02	388,000	26 MEETINGHOUSE RD	8/30/02	259,900
4 JACKSON DR	4/3/02	786,000	10 MERRIAM LN	5/10/02	329,900
6 JACKSON DR	7/26/02	869,900	8 MEYER HILL DR	9/9/02	418,368
9 JACKSON DR	10/3/02	928,200	10 MEYER HILL DR	7/25/02	406,789
11 JACKSON DR	6/18/02	1,050,000	12 MEYER HILL DR	7/9/02	424,979
7 JAY LN	9/5/02	906,000	32 MEYER HILL DR	6/17/02	399,239
8 JEFFERSON DR	7/26/02	539,000	34 MEYER HILL DR	6/28/02	393,000
7 JENNIFER PA	7/30/02	410,000	35 MEYER HILL DR	5/3/02	380,000
3 JESSE DR	6/6/02	685,000	36 MEYER HILL DR	6/21/02	385,526

Property Location	Sale Date	Sale Price	Property Location	Sale Date	Sale Price
37 MEYER HILL DR	7/15/02	409,983	107 PARKER ST	12/16/02	373,500
38 MEYER HILL DR	7/1/02	426,046	144 PARKER ST	2/28/02	335,000
41 MEYER HILL DR	8/19/02	401,410	120 PARKER ST #15	4/12/02	119,900
43 MEYER HILL DR	6/7/02	391,886	120 PARKER ST #21	12/2/02	141,000
45 MEYER HILL DR	2/28/02	381,649	120 PARKER ST #23	5/31/02	114,000
53 MEYER HILL DR	3/1/02	409,986	118 PARKER ST #33	11/29/02	117,500
55 MEYER HILL DR	4/18/02	404,900	126 PARKER ST #A15	5/24/02	115,000
3 MINOT AV	5/31/02	459,900	126 PARKER ST #A23	10/2/02	105,000
11 MINOT AV	7/31/02	525,000	132 PARKER ST #G3	8/23/02	154,000
16 MINOT AV	10/24/02	405,000	132 PARKER ST #G5	7/30/02	159,100
16 MOHAWK DR	1/22/02	354,000	132 PARKER ST #H6	11/29/02	162,000
32 MOHAWK DR	10/31/02	343,000	130 PARKER ST #J2	6/27/02	79,900
12 MOHEGAN RD	6/3/02	466,500	130 PARKER ST #J5	5/29/02	150,000
30 MOHEGAN RD	7/26/02	459,900	128 PARKER ST 2C	1/7/02	231,500
5 MYRTLE DR	1/28/02	505,000	128 PARKER ST 4D	7/30/02	256,000
8 MYRTLE DR	5/24/02	481,000	5 PARTRIDGE POND RD	3/29/02	1,000,000
195 NAGOG HILL RD	12/31/02	780,000	6 PAUL REVERE RD	11/25/02	459,000
4 NASH RD	10/16/02	333,500	621 PHEASANT HILL	10/31/02	318,500
9 NASH RD	5/15/02	403,000	248 PINE CONE STRAND	10/16/02	261,800
40 NASHOBA RD	10/28/02	407,000	590 PINE CONE STRAND	7/26/02	288,000
45 NASHOBA RD	10/28/02	360,900	142 POPE RD	4/2/02	820,000
63 NASHOBA RD	8/29/02	493,000	163 POPE RD	11/5/02	950,000
49 NEWTOWN RD	6/28/02	422,000	15 PROSPECT ST	7/8/02	600,000
89 NEWTOWN RD	5/1/02	390,000	33 PROSPECT ST	12/6/02	620,000
108B NEWTOWN RD	6/28/02	649,900	43 QUABOAG RD	7/11/02	449,900
204 NEWTOWN RD	5/22/02	632,000	10 QUARRY RD	4/12/02	325,000
230 NEWTOWN RD	8/27/02	771,000	10 QUARRY RD	4/12/02	325,000
232 NEWTOWN RD	10/7/02	699,900	56 RIVER ST	12/31/02	393,500
15 NOTRE DAME RD	7/9/02	375,000	10 ROBBINS ST	8/16/02	470,000
42 NYLANDER WY	3/28/02	365,000	6 ROSE CT	7/31/02	550,000
6 OAKWOOD RD	4/12/02	389,300	2 SAMUEL PARLIN DR	6/28/02	530,000
9 OAKWOOD RD	6/6/02	400,000	1 SANDY DR	8/30/02	535,000
13 OAKWOOD RD REAR	10/2/02	577,000	69 SCHOOL ST	1/23/02	230,000
302 OLD BEAVERBROOK	4/17/02	312,000	122 SCHOOL ST	9/30/02	365,000
304 OLD BEAVERBROOK	8/20/02	309,000	177 SCHOOL ST	10/1/02	400,000
3 OLD CART PA	6/27/02	545,000	190 SCHOOL ST	7/29/02	685,000
531 OLD STONEBROOK	1/9/02	275,000	204 SCHOOL ST	7/26/02	415,000
615 OLD STONEBROOK	5/29/02	248,000	285 SCHOOL ST	6/28/02	348,500
14 OLDE LANTERN RD	1/30/02	467,500	57 SEMINOLE RD	6/28/02	355,000
12 OLDE SURREY DR	4/17/02	336,900	17 SENECA RD	1/16/02	356,500
11 ONEIDA RD	12/13/02	338,000	20 SILVER HILL RD	7/31/02	579,900
15 ONEIDA RD	3/28/02	453,900	4 SIMON WILLARD RD	2/28/02	310,000
23 ONEIDA RD	6/26/02	450,000	21 SIMON WILLARD RD	6/5/02	369,900
32 ONEIDA RD	10/18/02	449,500	35 SIMON WILLARD RD	11/29/02	320,000
5 ORCHARD DR	5/31/02	400,000	14 SMART RD	1/25/02	370,000
11 ORCHARD DR	3/26/02	365,000	24 SMART RD	10/29/02	472,000
17 OVERLOOK DR	7/15/02	645,000	1 STACYS WY	6/28/02	989,000
1 OXBOW DR	4/30/02	605,000	5 STONEYMEADE WY	7/2/02	787,500
9 OXBOW DR	7/19/02	615,000	21 STONEYMEADE WY	6/3/02	718,500
3 PALMER LN	4/5/02	895,000	45 STONEYMEADE WY	8/28/02	875,000
7 PARKER ST	12/9/02	490,000	1 TINSDALE DR	10/28/02	415,670
27 PARKER ST	6/12/02	451,500	5 TINSDALE DR	11/15/02	392,700
19 PARKER ST	4/19/02	382,500	7 TINSDALE DR	11/26/02	424,279
1 PARKER ST	12/16/02	309,500	1 TOWNE HOUSE LN #11	8/19/02	130,000

Property Location	Sale Date	Sale Price
1 TOWNE HOUSE LN #17	3/26/02	129,000
1 TOWNE HOUSE LN #5	5/24/02	120,000
6 TOWNSEND RD	7/12/02	389,000
515 TUMBLING HAWK	2/15/02	261,000
3 TUTTLE DR	11/19/02	383,500
26 TUTTLE DR	12/26/02	317,500
8 WALNUT ST	7/16/02	690,000
11 WALNUT ST	7/1/02	694,000
16 WALNUT ST	9/5/02	820,000
11 WAMPANOAG DR	12/17/02	582,000
9 WAMPUS AV #A4	7/26/02	126,500
7 WAMPUS AV #B14	5/7/02	106,000
7 WAMPUS AV #B15	7/15/02	89,000
7 WAMPUS AV #B16	7/8/02	119,900
5 WAMPUS AV #B3	5/23/02	60,000
54 WASHINGTON DR	7/29/02	505,000
112 WATERSIDE CLR	2/1/02	219,000
115 WATERSIDE CLR	3/29/02	251,000
116 WATERSIDE CLR	8/23/02	268,000
6 WEST RD	6/10/02	510,000
8 WEST RD	4/29/02	355,000
3 WHEELWRIGHT LN	8/19/02	535,000
103 WILLOW ST	5/10/02	432,000
13 WINDINGWOOD LN	1/11/02	395,000
53 WINDSOR AV	7/19/02	585,000
69 WINDSOR AV	8/16/02	736,900
19 WOOD LN	2/1/02	639,000
50 WOODBURY LN	9/17/02	552,000
1 WRIGHT TERR	6/14/02	305,000
18 WRIGHT TERR	7/1/02	1,270,000

Parcel Count:

417



Worker
At Rest

ELIZABETH WHITE FUND

A permanent fund was bequeathed to the Town of Acton by George R. White, in memory of his mother, Elizabeth. The income from the fund is to be used only "in relieving the necessities of the deserving poor and unfortunate. It shall be the duty of the Town to anticipate such necessity of aid and assistance by inquiry and investigation, in advance of claims as far as possible, in order that sensitive and deserving people may receive assistance, who might, because of publicity, refrain from making application for aid."

The Board of Selectmen approved the White Fund's Trustees request for a total distribution of \$3,150 in the FY 03, funds given to individuals and households in need.

Approximately \$2,100 of the distributed funds came from donations. The White Fund Trustees acknowledge with gratitude Mr. Ralph Sanford's most generous contribution, made in memory of his wife, Patti Sandford.

Trustees
Cornelia Huber
Frank Joyner
Andrea Miller

FINANCE COMMITTEE

The charter of Acton's Finance Committee as stated in the Town bylaws is to "consider any and all municipal questions for the purpose of making reports and recommendations. ... the Finance Committee shall include in its duties the review of and recommendations concerning the budget for the annual meeting, the review of and recommendations concerning any other matter of a financial nature arising at the annual meeting or at any special meeting, and the preparation of long range fiscal plans for the Town." The Finance Committee is fulfilling that role as an integral part of the Acton Leadership Group (ALG). ALG consists of representatives from the Board of Selectmen, Finance Committee, Acton Public School Committee, Acton-Boxborough School Committee, School Administration and Town Administration. At the ALG meetings, the members discuss and coordinate policy recommendations to their respective bodies primarily concerning budget issues.

For FY05, the Finance Committee supports the maximal use of free cash¹, use of funds from the Regional School's Excess and Deficiency² (E&D) account, no use of overlay surplus³. Using these reserves combined with reductions in municipal staff and school staff, no override will be needed in FY05. However, it must be noted that little if any maintenance of a capital nature is included in these budgets. Should a major capital maintenance problem occur during the year, our ability to deal with it will be

severely constrained as a result of using our reserves to fund operations. The Finance Committee is working with the other Boards through the ALG to address this situation and will be making recommendations for long range capital planning in the coming fiscal year.

Note however, that the FY05 forecasted budget assumes level state aid. Reduction in state aid or changes in employee pension contribution or expenditures for employee health insurance above and beyond plan (subsequent to the publication of this report) could change the outlook. In addition, the maximal use of less than certain funding sources such as free cash and the use of other reserves to balance the FY05 budget will increase the fiscal pressures we face in FY06. The outlook for FY06 is at best fuzzy. Assuming no change in state aid and no further reduction in town or school staff, the projected increases in personnel expenses, pension costs and health insurance premiums are well above 2½%. Under this set of conditions, an override would be needed. Another unknown are wage increases. All (Municipal, Local and Regional School) of our labor agreements will be up for renegotiation in fiscal year 2005. The results of the labor agreements will have a great impact on need for any override and/or personnel reductions.

The Finance Committee meets once or twice a month (depending on the work) on Tuesday nights. The schedule and the agendas are posted on the Town's website: www.acton-ma.gov. Click through to the calendar or Finance Committee link.

The Finance Committee sends representatives to all the major boards and committees meetings. This allows the Finance Committee to work in partnership with the other committees rather than be another checkpoint in the budgeting process. Partnership does not mean agreement on all issues. In many cases there will be differing recommendations. However it does mean that where there is agreement, we can put all the wood behind one arrow. Using this approach, the Finance Committee in August, 2003 identified an unjust assessment from Minuteman Regional HS based on faulty Department of Education data. With the support of the Board of Selectmen and School Committees we successfully argued the case before our legislators, applied for and received a \$200,000 award from the state's Foundation Reserve (Pothole) Fund. Special thanks to our state Representatives Jamie Eldridge, Cory Atkins, and Senator Pam Resor for advocating Acton's case. Thanks also to Finance Committee members David Stone and Jonathan Chinitz in digging out the facts. Minuteman Regional HS also received a Foundation Reserve Fund award and distributed \$36,735 to Acton. During this process, another error was discovered in the Minuteman Assessment. Based on this correction, Acton's assessment will be reduced by another \$4,300 this year. This brings the total additional savings and revenue to over \$241,000. You can view a copy of our presentation to our legislators at:

<http://doc.acton-ma.gov/docushare/dsweb/Get/Document-2126/Minuteman.pdf>)

Every year in the budgeting process, the question of how much free cash to use comes up. Free cash can be thought of as funds remaining from the operations of the previous fiscal year which are certified by the Department of Revenue's director of accounts as available for appropriation. For example, the reduction in Minuteman assessment will contribute to our free cash balance. (Ironically, funds from free cash were used to pay for the higher than appropriated Minuteman assessment.) Jonathan Chinitz, Finance Committee Vice-Chairman, authored a detailed report on free cash: Study on the Use of Free Cash: Past, Present and Recommendations for the Future. This report is available on the Finance Committee page on the Town's website:

<http://doc.acton-ma.gov/docushare/dsweb/Get/Document-4537/freecash.pdf>

As we move into FY05 and plan for FY06, Acton citizens will face many difficult choices. By FY06, the town will most likely have drawn down its reserves to a barely acceptable level. Absent a strong economic recovery, increased state aid or increased tax receipts, the citizens will have to make difficult choices in schools, municipal services and taxes.

Two members completed their period of service: Sidney Johnston and John Prendiville. We appreciated their service to the Committee and Town.

As detailed in this report, we are making use of the town website. We hope wider use of the internet will provide more timely and more thorough information to the town with increased participation by its citizens.

William Brown
Jonathan Chinitz (Vice-Chairman)
Patricia Clifford
Robert Evans
Gim Hom (Chairman)
Herman Kabakoff
Ian Moncreiff (Associate Member)
John Ryder (Clerk)
Rheta Roeber
David Stone

(Footnotes)

¹ Free Cash

Unrestricted funds from operations of the previous fiscal year that are certified by the Director of Accounts as available for appropriation.

² Excess and Deficiency

Also called the "surplus revenue" account, this is the amount by which cash, accounts receivable, and other assets exceed a regional school district's liabilities and reserves as certified by the Director of Accounts.

³ Overlay Surplus

Any balance in the overlay (An account established annually to fund anticipated property tax abatements, exemptions and uncollected taxes in that year) account of a given year in excess of the amount remaining to be collected or abated can be transferred into this account. Overlay surplus may be appropriated for any lawful purpose. At the end of each fiscal year, unused overlay surplus is "closed" to surplus revenue and becomes a part of free cash.

GOODNOW FUND

The Goodnow Fund specifies that the interest earned each year be used to pay for perpetual care of the Goodnow lot in Woodlawn Cemetery and the balance to go to the Acton Congregational Church to be used towards the minister's salary.

Investment:	\$3,000.00
Receipts and Disbursements:	
Interest earned July 1, 2002 to June 30, 2003	\$156.46
Town of Acton for Perpetual Care	\$20.00
Financial Management Fees	\$46.42
Balance to the Treasurer of the Acton Congregational Church	\$90.04

Respectfully submitted,

Alice Miller
Francis Moretti
Sally Moore
Trustees of the Goodnow Fund

TOWN ACCOUNTANT

I respectfully submit the following for the 2003 Annual Report of the Town of Acton:

Financial Reports for the period ended June 30, 2003:

- 1) Combined Balance Sheet
- 2) Combined Statement of Revenues and Expenditures – General Fund
- 3) Detailed Budget Object Report
- 4) Trust Fund Activity – Principal and Income

My sincere thanks to Karen Kucala, Lisa Krause, and Joanne Butman for all their hard work for the department. Their dedication to the Town has been tremendous and I'm honored to work along side them.

Respectfully Submitted,

Stephen G. Barrett CPA
Town Accountant



Up The Down Staircase

TOWN OF ACTON, MASSACHUSETTS
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
6/30/2003 (UNAUDITED)

Governmental Fund Types

General

Revenues:

Property Taxes	\$41,826,285
Intergovernmental - State	4,247,627
Intergovernmental - Federal	-
Motor Vehicle Excise	2,584,290
Investment Income	224,230
Other Revenue	1,121,051
Total Revenues	50,003,483

Expenditures:

Current:

General Government	4,245,940
Public Safety	5,428,728
Education	34,568,022
Public Works	2,660,985
Library	801,519
Pensions	1,046,593
Insurance	1,502,942
State & County Assessments	127,377
Capital Outlay	-
Debt Service	1,205,384
Principal	-
Interest	-
Total Expenditures	51,587,490

Excess (Deficiency) Of Revenues	
Over Expenditures	(1,584,007)

Other Financing Sources (Uses)

Operating Transfers In	69,233
Operating Transfers Out	(792,000)
Total Other Financing Sources (Uses)	(722,767)

Excess (Deficiency) Of Revenues And	
Other Financing Sources Over	
Expenditures And Other Financing Uses	(2,306,774)

and Balance At Beginning Of Year	10,690,363
and Balance At End Of Year	\$8,383,589

TOWN OF ACTON

DEPARTMENT OBJECT BUDGET

SUB ACCT	DESCRIPTION	FY2003 BUDGET	FY2003 EXPENDED	% EXPENDED
Accountant/Comptroller				
5100	Personal Services	\$146,698	\$145,060	99%
5200	Services	\$1,350	\$590	44%
5400	Supplies	\$2,800	\$2,036	73%
	Department Total	\$150,848	\$147,685	98%
Assessors				
5100	Personal Services	\$142,921	\$137,003	96%
5200	Services	\$10,050	\$10,050	100%
5400	Supplies	\$1,400	\$1,093	78%
	Department Total	\$154,371	\$148,146	96%
Building Inspector				
5100	Personal Services	\$165,808	\$165,406	100%
5200	Services	\$1,225	\$1,137	93%
5400	Supplies	\$2,750	\$3,240	118%
	Department Total	\$169,783	\$169,783	100%
Town Clerk				
5100	Personal Services	\$102,660	\$75,223	73%
5200	Services	\$800	\$503	63%
5400	Supplies	\$1,800	\$1,347	75%
	Department Total	\$105,260	\$77,073	73%
Civil Defense				
5200	Services	\$2,100	\$1,628	78%
5400	Supplies	\$25,300	\$25,224	100%
	Department Total	\$27,400	\$26,852	98%
Coa/Council On Aging				
5100	Personal Services	\$102,004	\$101,781	100%
5200	Services	\$9,086	\$8,502	94%
5400	Supplies	\$7,043	\$7,815	111%
	Department Total	\$118,133	\$118,098	100%
Collector				
5100	Personal Services	\$145,799	\$147,811	101%
5200	Services	\$57,650	\$32,123	56%
5400	Supplies	\$22,000	\$23,661	108%
	Department Total	\$225,449	\$203,594	90%
Commission On Disabilities				
5200	Services	\$1,500	\$515	34%
Dog Officer				
5100	Personal Services	\$-	\$-	
5200	Services	\$10,550	\$11,010	104%
	Department Total	\$10,550	\$11,010	104%

SUB ACCT	DESCRIPTION	FY2003 BUDGET	FY2003 EXPENDED	% EXPENDED
Elections				
5100	Personal Services	\$1,300	\$2,286	176%
5200	Services	\$27,660	\$23,174	84%
5400	Supplies	\$5,400	\$5,075	94%
	Department Total	\$34,360	\$30,535	89%
Engineering				
5100	Personal Services	\$157,817	\$122,736	78%
5200	Services	\$16,740	\$6,337	38%
5400	Supplies	\$2,650	\$1,551	59%
	Department Total	\$177,207	\$130,625	74%
Finance Director				
5100	Personal Services	\$127,442	\$128,696	101%
5200	Services	\$152,800	\$203,087	133%
5400	Supplies	\$61,250	\$52,853	86%
5600	Intergovernmental	\$43,116	\$43,116	100%
5700	Other Appropriations	\$2,369,075	\$2,330,848	98%
5900	Debt Service	\$1,235,264	\$1,205,339	98%
	Department Total	\$3,988,947	\$3,963,940	99%
Finance Committee				
5200	Services	\$1,000	\$380	38%
5700	Other Appropriations	\$25,000	\$-	0%
	Department Total	\$26,000	\$380	1%
Fire				
5100	Personal Services	\$2,430,707	\$2,468,860	102%
5200	Services	\$34,650	\$25,918	75%
5400	Supplies	\$78,500	\$64,115	82%
5600	Intergovernmental	\$45,250	(\$13,555)	-30%
5800	Capital Outlay	\$12,000	\$4,811	40%
	Department Total	\$2,601,107	\$2,550,149	98%
Health				
5100	Personal Services	\$83,879	\$80,748	96%
5200	Services	\$52,350	\$47,544	91%
5400	Supplies	\$1,360	\$4,098	301%
	Department Total	\$137,589	\$132,389	96%
Highway				
5100	Personal Services	\$759,332	\$801,712	106%
5200	Services	\$258,300	\$353,530	137%
5400	Supplies	\$302,400	\$435,379	144%
5700	Other Appropriations	\$10,600	\$9,154	86%
5800	Capital Outlay	\$525,000	\$497,980	95%
	Department Total	\$1,855,632	\$2,097,756	113%
Historical Commission				
5400	Supplies	\$600	\$110	18%
	Department Total	\$600	\$110	18%

SUB ACCT	DESCRIPTION	FY2003 BUDGET	FY2003 EXPENDED	% EXPENDED
Human Resources				
5100	Personal Services	\$102,444	\$78,340	76%
5200	Services	\$36,310	\$21,067	58%
5400	Supplies	\$9,704	\$7,989	82%
	Department Total	\$148,458	\$107,396	72%
Information Technology				
	Personal Services	\$73,011	\$75,306	103%
5200	Services	\$227,600	\$250,206	110%
5400	Supplies	\$1,025	\$1,558	152%
	Department Total	\$301,636	\$327,070	108%
Town Manager				
5100	Personal Services	\$304,797	\$272,945	90%
5200	Services	\$480,650	\$544,553	113%
5400	Supplies	\$57,250	\$38,478	67%
5800	Capital Outlay	\$-	\$-	0%
	Department Total	\$842,697	\$855,976	102%
Memorial Library				
5100	Personal Services	\$606,345	\$596,055	98%
5200	Services	\$30,780	\$31,408	102%
5400	Supplies	\$112,390	\$122,052	109%
	Department Total	\$749,515	\$749,515	100%
Town Meeting Moderator				
5100	Personal Services	\$200	\$60	30%
5400	Supplies	\$20	\$-	0%
	Department Total	\$220	\$60	27%
Municipal Properties				
5100	Personal Services	\$383,552	\$376,859	98%
5200	Services	\$535,368	\$521,258	97%
5400	Supplies	\$42,525	\$48,427	114%
5800	Capital Items	\$27,000	\$27,378	101%
	Department Total	\$988,445	\$973,922	99%
Natural Resources/Cemetery				
5100	Personal Services	\$399,035	\$365,953	92%
5200	Services	\$17,880	\$3,872	22%
5400	Supplies	\$23,208	\$23,305	100%
5800	Capital Items	\$-	\$-	0%
	Department Total	\$440,123	\$393,130	89%
Planning Board				
5100	Personal Services	\$130,665	\$131,767	101%
5200	Services	\$4,900	\$4,192	86%
5400	Supplies	\$4,450	\$1,984	45%
	Department Total	\$140,015	\$137,943	99%
Police				
5100	Personal Services	\$2,234,082	\$2,239,765	100%
5200	Services	\$58,900	\$52,329	89%

SUB ACCT	DESCRIPTION	FY2003 BUDGET	FY2003 EXPENDED	% EXPENDED
5400	Supplies	\$62,789	\$115,995	185%
5800	Capital Outlay	\$83,850	\$87,150	104%
	Department Total	\$2,439,621	\$2,495,239	102%
Public Celebrations				
5100	Personal Services	\$-	\$-	0%
5200	Services	\$12,000	\$11,995	100%
5400	Supplies	\$3,040	\$2,861	94%
	Department Total	\$15,040	\$14,856	99%
Veterans Service				
5100	Personal Services	\$2,600	\$1,600	62%
5200	Services	\$100	\$54	54%
5400	Supplies	\$150	\$19	12%
5700	Other Appropriations	\$10,850	\$-	0%
	Department Total	\$13,700	\$1,672	12%
West Acton Library				
5100	Personal Services	\$22,829	\$21,954	96%
5200	Services	\$300	\$144	48%
5400	Supplies	\$5,750	\$5,579	97%
	Department Total	\$28,879	\$27,677	96%
Zoning Board Of Appeals				
5400	Supplies	\$500	\$473	95%
		\$15,893,585	\$15,893,568	100%
Grand Total			\$15,893,585	

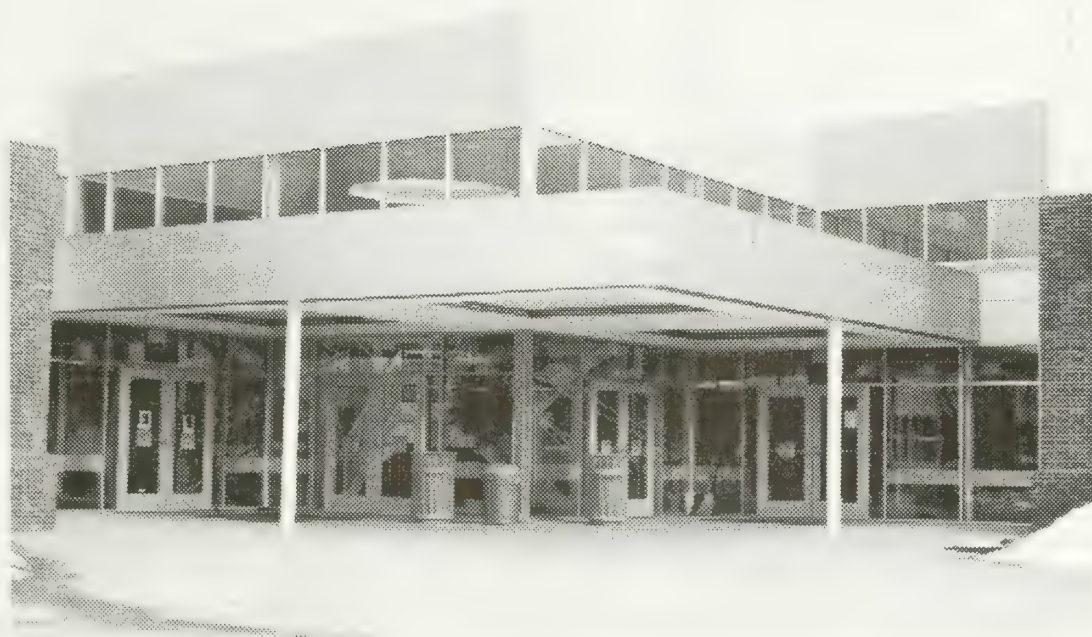


Junior High School

TOWN OF ACTON
NON-EXPENDABLE TRUST FUNDS
30-JUN-03

FUND 73 PRINICIPAL ACCOUNTS	ACCOUNT	BEG BAL 7/1/02	EXPENDITURES	REVENUES	END BAL PER G/L 6/30/03
T-16 Elizabeth White	11227302	25,080.00		1,635.00	26,715.00
T-28 Varnumn Tuttle Mem'l	11227303	10,000.00			10,000.00
T-05 Betsy Ball Charity	11227304	10,095.26			10,095.26
T-18 Georgia Whitney Char	11227305	14,073.70			14,073.70
Total Charity Trust Funds		59,248.96	0	1,635.00	60,883.96
T-01 Charlotte Goodnow	11227307	3,000.00			3,000.00
Total Religious Trust		3,000.00	0	0	3,000.00
T-37 Acton Youth	11227301	21,074.00			21,074.00
T-40 James Kinsley	11227306	1,000.00			1,000.00
Drum Tricentennial Fund	11227308	0			0
T-02 Firemen Relief	22007301	9,830.00			9,830.00
T-32 W Acton Fire Relief	22007302	0			0
Conservation Fund	55007327	0			0
Total Misc Trust		31,904.00	0	0	31,904.00
T-17 Georgia Whitney	31007302	15,000.00			15,000.00
T-31 Watson Fund	55007301	2,500.00			2,500.00
T-21 Hoit & Scott Fund	55007302	500			500
T-10 Dr Robert Davis	55007303	1,000.00			1,000.00
T-20 Frank Hayward	55007304	1,000.00			1,000.00
T-03 George Ames	55007305	465.49			465.49
T-19 Georgia Whitney	55007306	1,500.00			1,500.00
T-15 Robbins & Ames	55007307	21,210.08			21,210.08
Captain Robbins	55007308	2,500.00			2,500.00
T-13 Robbins Woodland	55007309	1,500.00			1,500.00
T-34 Jenks Family	55007310	142,176.26			142,176.26
T-12 Eldridge Robbins	55007311	1,000.00			1,000.00
T-11 Martha Desmond	55007312	3,000.00			3,000.00
T-05 New Perpetual Care	55007313	701,902.00		39,143.00	741,045.00
T-25 Raymond Monument	55007314	700			700
T-06 Old Perpetual Care	55007315	178,259.92			178,259.92
T-04 Arlette Appleyard	55007316	2,000.00			2,000.00
T-26 Raymond Care	55007317	2,000.00			2,000.00
T-35 Mary Smith Fund	55007318	2,000.00			2,000.00
T-27 Hosmer	55007319	102,238.95			102,238.95
T-29 Wetherbee	55007320	10,000.00			10,000.00
T-36 Ernest Jones	55007321	1,000.00			1,000.00
T-24 Blanchard	55007322	2,419.24			2,419.24
T-07 Ab Conant Family	55007323	1,000.00			1,000.00
T-23 Frank Knowlton	55007324	1,000.00			1,000.00
T-22 Mrs Oneil	55007325	372.39			372.39
T-33 Wells	55007326	3,000.00			3,000.00
Porter Jenks	55007327	76,977.01			76,977.01
Total Cemetery Trust Fund		1,278,221.34	0	39,143.00	1,317,364.34

FUND 73 PRINICIPAL ACCOUNTS	ACCOUNT	BEG BAL 7/1/02	EXPENDITURES	REVENUES	END BAL PER G/L 6/30/03
T-01 High School	31007301	4,000.00			4,000.00
T-90 Katherine M. Kinsley	61007301	9,461.75			9,461.75
T-88 William A Wild	61007302	9,000.00			9,000.00
T-78 Susan/Luther Conant	61007303	1,532.00			1,532.00
T-86 Luke Tuttle	61007304	200			200
T-84 Newell B Tainter	61007305	11,849.79			11,849.79
T-82 Library Planter	61007306	1,000.00			1,000.00
T-80 Mildred P Moore	61007307	2,000.00			2,000.00
T-70 Mark Clapp	61007308	1,142.00			1,142.00
T-76 Hiram J Hapgood	61007309	200			200
T-72 Charlotte Conant	61007310	1,500.00			1,500.00
T-74 Minnie Davis	61007311	336.5			336.5
Florene Grandine	61007312	20,672.34			20,672.34
Acton Mem'l Lby Fund (Ib &T)	61007313	0			0
Acton Mem'l Lby Fund (Mmdt)	61007313	185,483.09	-18,181.91	20,516.44	187,817.62
Total Library & Ed Trust		248,377.47	-18,181.91	20,516.44	250,712.00
Total Fund 73		1,620,751.77	-18,181.91	61,294.44	1,663,864.30
					1,663,864.30



Parker Damon

TOWN OF ACTON
EXPENDABLE TRUST FUNDS
30-JUN-03

FUND 74	INCOME ACCOUNTS	ACCOUNT	BEG BAL 7/1/02	EXPENDITURES	REVENUES	END BAL PER G/L 6/30/03
	T-16 Elizabeth White Fund	11227402	804.13	-258.68	1,905.46	2,450.91
	T-28 Varnum Tuttle Mem'l	11227403	99,437.78	-427.28	5,817.09	104,827.59
	7-05 Betsey Ball Charity	11227404	51,544.85	-1,165.47	3,638.71	54,018.09
	T-18 Georgia Whitney Char	11227405	20,316.54	-195.72	1,932.15	22,052.97
	Total Charity Trust Funds		172,103.30	-2,047.15	13,293.41	183,349.56
	T-01 Charlotte Goodnow	11227407	-15.7	-50.72	156.46	90.04
	Total Religious Fund		-15.7	-50.72	156.46	90.04
	T-37 Jenks - Acton Youth Fd	11227401	2,111.27	-1,697.07	1,460.95	1,875.15
	T-40 James Kinsley Fund	11227406	5,592.55	-24.47	346.9	5,914.98
	Drum Tricentennial Fund	11227408	742.34	-1.89	38.81	779.26
	Firemen's Relief Fund	22007401	152,655.52	-488.9	8,542.50	160,709.12
	T-32 W. Acton Fire Relief	22007402	13,521.65	-34.39	715.61	14,202.87
	Conservation Fund	55007427	34,502.52	-87.76	1,798.13	36,212.89
	Total Misc Trust Fund		209,125.85	-2,334.48	12,902.90	219,694.27
	T-17 Georgia Whitney Mem'l	31007402	15,155.73	-192.08	1,681.69	16,645.34
	T-31 Watson Fund	55007401	6,080.95	-135.57	490.01	6,435.39
	T-21 Hoit & Scott Fund	55007402	1,112.15	-51.41	94	1,154.74
	T-10 Dr Robert Davis Fund	55007403	2,862.58	-54.61	220.15	3,028.12
	T-20 Frank Hayward Fund	55007404	8,429.12	-89.1	510.64	8,850.66
	T-03 George Ames Fund	55007405	828.56	-10.89	74.59	892.26
	T-19 Georgia Whitney Fund	55007406	1,564.55	-125.61	181.33	1,620.27
	T-15 Robbins & Ames Fund	55007407	87,784.95	-2,216.14	6,100.92	91,669.73
	T-14 Captain Robbins Fund	55007408	15,184.55	-74.23	957.59	16,067.91
	T-13 Robbins Woodland Fund	55007409	2,841.21	-71.06	252.29	3,022.44
	T-34 Jenks Family Fund	55007410	133,658.57	-3,640.19	16,058.89	146,077.27
	T-12 Eldridge Robbind Fund	55007411	2,205.13	-35.9	183.15	2,352.38
	T-11 Martha Desmond Fund	55007412	6,720.11	-115.25	555.52	7,160.38
	T-05 New Perpetual Care	55007413	21,586.32	-10,348.03	40,821.58	52,059.87
	T-25 Raymond Monument Fd	55007414	11,136.65	-35.49	624.65	11,725.81
	T-06 Old Perpetual Care	55007515	192,090.40	-74,346.48	21,769.85	139,513.77
	T-04 Arlette Appleyard Fund	55007416	4,893.72	-125.43	391.76	5,160.05
	T-26 Raymond Care Fund	55007417	4,918.57	-80.09	402.68	5,241.16
	T-35 Mary Smith Fund	55007418	2,507.37	-91.01	264.41	2,680.77
	T-27 Hosmer Fund	55007419	150,461.79	-3,524.59	14,648.27	161,585.47
	T-29 Wetherbee Fund	55007420	103,801.62	-555.97	6,031.17	109,276.82
	T-36 Ernest Jones Fund	55007421	1,568.14	-34.31	144.95	1,678.78
	T-24 Blanchard Fund	55007422	6,633.52	-119.11	505.18	7,019.59
	T-07 Ab Conant Family Fd	55007423	2,482.28	-36.59	203.17	2,648.86
	T-23 Frank Knowlton Fund	55007424	1,794.03	-51.9	163.75	1,905.88
	T-22 Mrs Oneil Fund	55007425	1,496.13	-17.64	101.89	1,580.38
	T-33 Wells Fund	55007426	23,720.54	-158.49	1,423.35	24,985.40
	Porter Jenks Trust Fund	55007428	10,653.18	-1,088.58	3,729.69	13,294.29
	Total Cemetery Trust Funds		824,172.42	-97,425.75	118,587.12	845,333.79

FUND 74	INCOME ACCOUNTS	ACCOUNT	BEG BAL 7/1/02	EXPENDITURES	REVENUES	END BAL PER G/L 6/30/03
	T-01 High School Fund	31007401	228.11	-41.52	257.74	444.33
	T-90 Katherine M. Kinsley	61007401	-90.73	-96.58	710.77	523.46
	T-88 William A Wild Fund	61007402	3,367.84	-548.09	761.1	3,580.85
	T-78 Susan/Luther Conant	61007403	3,259.80	-217.1	262.59	3,305.29
	T-86 Luke Tuttle Fund	61007404	1,490.52	-124.74	88.54	1,454.32
	T-84 Newell B Tainter	61007405	3,321.27	-834.49	922.42	3,409.20
	T-82 Library Planter Fund	61007406	1,220.91	-61.03	140.1	1,299.98
	T-80 Mildred P. Moore	61007407	1,257.06	-23.66	191.03	1,424.43
	T-70 Mark Clapp Fund	61007408	168.07	-12.11	82.48	238.44
	T-76 Hiram J Hapgood Fund	61007409	765.37	(\$4.00)	51.55	812.92
	T-72 Charlotte Conant	61007410	1,477.13	-242.06	167.99	1,403.06
	T-74 Minnie Davis Fund	61007411	249.65	-4.08	33.96	279.53
	Florence Grandine Fund	61007412	1,467.12	-184.44	829.02	2,111.70
	George J. Kashua Trust	61007414	3,814.85	-27.4	117.65	3,905.10
	Acton Mem'l Lby Fund Endow (Ib&T)	61007413	18,238.05	-18,181.91	9,022.05	9,078.19
	Total Library & Ed Trust		40,235.02	-20,603.21	13,638.99	33,270.80
			1,245,620.89	-122,461.31	158,578.88	1,281,738.46



Administration Center

HUMAN SERVICES

COMMISSION ON DISABILITY

The Acton Commission on Disability (COD) continues its mission to make Acton a better place to live by: advocating for the right and interests of citizens with disabilities and their families; ensuring that Acton meets the laws, regulations, and guidelines set down by federal, state and regional bodies pertaining to the rights of citizens with disabilities; and acting as a resource for education around the needs of people with disabilities and their families.

In the past year, the COD completed the second phase of surveying restaurants following the printing of *A Guide to Accessible Dining in Acton*. A letter was written to each of the 38 restaurants with suggestions to further improve their level of accessibility. Enclosed with the suggestions letter was the *Your Guide to the Americans with Disabilities Act, Access Equals Opportunity: Restaurants and Bars*, provided by the Council of Better Business Bureaus' Foundation.

To provide assistance to other businesses in understanding the Americans with Disabilities Act (ADA) and the U.S. Department of Justice's Regulations, the COD contacted the Middlesex West Chamber of Commerce. It was determined that an *ADA Business Connection* notebook be developed. *The ADA Business Connection: Removing Barriers and Improving Accessibility for All Citizens of Acton* is now available at the Chamber of Commerce and Rotary Club offices.

COD members continued to promote understanding and respecting diversity in others by providing a Disability Awareness Program at the Conant Elementary School, displaying the Kids On The Block Puppets at the Acton Memorial Library during the month of July for ADA's 13th Anniversary, and organizing a wheelchair obstacle course and other games at the West Acton Oktoberfest.

Guest speakers at the COD meetings this year included Don Johnson, Town Manager and ADA Coordinator for Municipal Properties, as well as, Diane MacCload, ADA Coordinator of Medford, Massachusetts. COD members attended the Regional Meeting of local commissions on disabilities sponsored by the Massachusetts Office on Disability and several Acton Boxboro SPED PAC meetings.

The COD continues to assist the Conservation Commission and the Friends of the Acton Arboretum toward completion of a "Universal Trail" within the Arboretum. An orientation station/kiosk was proposed, but due to excessive costs, maintenance and projected vandalism, the project was eliminated. A specialist from the Perkins School for the Blind has been asked to evaluate the Arboretum and make suggestions to improve access for people with visual impairments.

The Acton Memorial Library playground will soon offer an adapted swing like the one at NARA Park and Jones Field. Donations from the West Acton Merchants, Business and Professionals Associations will purchase this swing.

The COD renewed a 2 year subscription for the *New Mobility Magazine* at the Acton Memorial Library. We have also purchased more items to expand our resources, such as publications, newsletters, guides, manuals, etc, pertaining to people with disabilities. These are available upon request by sending an e-mail to COD@town.acton.ma.us or COD@acton-ma.gov

The COD reviewed several applications for variances under the Architectural Access Board Rules and Regulations of the Acton Boxboro Regional High School's renovations, Collage Mall's renovations, R. J. Grey Junior High School's entrance to Auditorium/Gymnasium. The COD has also reviewed the Public Safety Facility Proposal and the Palmer Kennels' Expansion. We are continuing to monitor access to the High School pool, especially stairs and a mechanical lift into the pool.

Other complaints under the ADA Guidelines were reviewed on the Conant Elementary School's front entrance, the Integrated Preschool and playground at the Administration Building, snow obstruction of the Handicapped Parking space at MacDonald's, Handicapped Parking spaces at the proposed parking addition to Windsor Green, the wheelchair accessible turnstile at Trader Joe's, wheelchair accessibility of the South Acton MBTA trains and the Acton Medical Associates.

A bulletin board across from the Collector's window at the Town Hall posts the COD's business, photos and updates. Another way to find out more about the COD is at our new website on the Town of Acton, Massachusetts: Official Website. www.acton-ma.gov under Boards/Committees. Contact the COD by e-mail at COD@acton-ma.gov

Brenda Viola, Chair and Treasurer
George Lussier, Vice-chair
Lisa Franklin, Secretary
John Brako, Member
Joe Grandine, Member*
Ed Leary, Member
Jean Nigro, Member
Janet Feasel, Member
Garry Rhodes, Town Liason

* Deceased

COMMUNITY HOUSING CORPORATION

The Acton Community Housing Corporation, a town board appointed by the Board of Selectmen, continues to fulfill its mission to increase the supply of affordable housing in the town. ACHC exists to enable creation of affordable housing opportunities with priority to Acton residents, children of Acton residents, and employees working in Acton. This has been an especially busy year for the committee.

The Committee welcomed as a full member Ryan Bettez, who had been serving as an Associate member while Kevin McManus stepped down from full membership to Associate member. Associate Peter Berry left the committee to continue his town service on the Conservation Commission and the Community Preservation Committee. We wish to thank him for his years of service in advocating for affordable housing. ACHC continues to attract members with impressive credentials in the affordable housing field, which is very helpful in meeting the increased workload of the committee.

Most of ACHC's time in 2003 was consumed by the Towne Building project and the Ch. 40B developments, Franklin Place, Crossroads Condominiums, and the proposed Ellsworth Village. Here are the major activities of the ACHC for 2003:

Towne School Reuse, RFP, and Lease

Bob Whittlesey continued to hone the RFP begun the previous fall. Very little progress was made in the first half of the year while first an Environmental Study was done on the Towne parcel and then lengthy staff and legal review time was taken for the RFP and Lease. No records were found for the underground oil tank removal for the Towne building in the School Department, Town or state, making verification extremely difficult and time consuming. The Mass. Housing Partnership funded the environmental study for the Town.

ACHC had hoped to put the RFP out to bid in February but was never approved by town staff and Counsel until May. It finally went out to bid in late June for an early August opening of the Bids. A required on site visit was held in July with four interested firms attending. On August 4, the bids were opened with two viable firms applying to be the developer of the Towne building project. They were Homeowners Rehab, Inc. of Cambridge and Women's Institute of Boston.

A selection committee comprised of five ACHC members, Don Johnson, Dean Charter, Bob Johnson (BOS), and Mary Ann Ashton (SC) was formed. The committee interviewed the two developers and selected Homeowners Rehab, Inc. The BOS approved the recommendation of the committee. Discussions began soon after about what the next steps would be. The project is currently under further legal review adding more frustration to the members of the ACHC who have been working since

May 2001 to bring the Town's first affordable housing project to reality.

Crossroads Condominium, Chapter 40B development

At the end of 2002, the ZBA approved the comprehensive permit for Jim Fenton's development at Kelley's Corner, Crossroads Condominiums. Construction began in late spring. The design of the townhouses is generally consistent with the vision and current zoning for Kelley's Corner and will some day fit in well with the over all design of the commercial area as other new buildings are pulled to the edge of the road. By the end of 2003, the three affordable units were ready to be purchased by moderate income families. There were 64 applicants for the three units, including 28 households with an Acton connection, demonstrating the significant demand for affordable housing in the Town.

Franklin Place Condominiums, Chapter 40B development

In April, developer Ron Peabody filed an application for a comprehensive permit to build 32 garden style condominiums at 520 Main St. ACHC voted to support the development and stayed involved in the process through a very long seven months of hearings. After seven months, the ZBA voted 2-1 to deny the proposed development. Negotiations began immediately after the denial between the BOS, the Town Manager, Town Counsel, the neighborhood, and the developer in an effort to salvage some of the development. ACHC is hopeful that 2004 will see a revised proposal go forward with a renewed determination on the part of town boards and committees to work hard in support of creating additional affordable housing in the community.

Ellsworth Village, Chapter 40B development

Developer Jim Fenton presented preliminary plans for developing a site off Brabrook Rd. for a 55+ age restricted condominium project with 25% of the units permanently affordable. An information session was held in August for the abutting neighborhoods and town board members. No final plans have yet been presented to the Town. Both the ACHC and the BOS supported the application to MassHousing.

River Street, Chapter 40B development

In late December, ACHC was approached by two new developers about a proposal for 68 River St. This was in the very preliminary stages and will continue to evolve through the first quarter of 2004.

Inn at Robbins Brook

Three low income rental units at the Assisted Living facility were occupied in March. A waiting list is being maintained by the facility. Local preference was given to two of the three units. This is a wonderful service being offered at very low cost to eligible Acton residents.

Robbins Brook Phase 2

As part of the approval process for expansion at the Robbins Brook complex, ACHC recommended to the BOS that three units be designated as affordable. The developer Steve Vazza agreed. Three 1200 sf townhouse units will be sold to income eligible seniors, adding further to the affordable housing stock.

Soft Second Loan

The Town was approved by the DHCD as a Soft Second Loan community allowing first time homebuyers to get a discount on their mortgage expenses. Two local residents took advantage of the program in 2003. Cambridge Savings Bank is anxious to provide help with this program to Acton residents.

Community Housing Plan

The Town hired consultants, Community Opportunities Group to develop a Housing Plan for Acton as part of a grant from the state for a Community Development Plan focused on housing. Consultant Judi Barrett met with the ACHC and the Planning Board several times collecting input from members and the public at large. The plan will be completed by the end of 2004.

EO 418 Housing Certification

For the third year in a row, Acton has been certified by the DHCD as a community that continues to demonstrate its willingness to increase affordable housing production in the town. We thank assistant Town Planner Kristin Alexander for taking on the responsibility for this annual effort.

First Time Homebuyer Course

The Town contracted with David Singer from the Framingham based SMOC agency to teach a 4 week course to educate future first time homebuyers about the nuts and bolts of financing this purchase. Thirty families attended the course and all received certification which will allow them to access the Soft Second Loan program and to purchase an affordable home through the Lottery program for local units. ACHC intends to use the affordable housing fund to offer this course at least once a year.

Community Preservation Committee

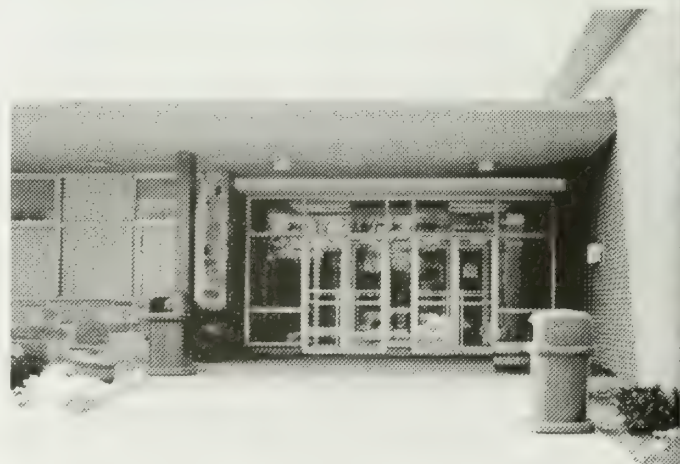
The ACHC submitted two proposals for CPA funds to be voted upon at the 2004 town meeting. One proposal requested \$75,000 as seed money for a Community Housing Fund. Funds from other sources would flow into this fund to be used in a variety of ways from purchasing (buying down) affordable units, either new construction or existing homes, to hiring consultants to do feasibility studies etc. The second request was for \$25,000 to pay for a feasibility study for the town owned land on Willow St. with the intention of having the property developed for a four unit design, with at least one unit being affordable.

Affordable Unit count for 2003

The current total of subsidized housing units in Acton as of December 2003 is 164 of which 16 are affordable home ownership units and three are rental under the oversight of ACHC. In addition to the ACHC units, 148 units for low income rentals under the control of the Acton Housing Authority are included in the total count. This represents 2.15% of the total housing units in the town as affordable. The ACHC is aware of several proposals for affordable housing that are in very early planning stages. This could be a record year for new affordable units.

This was a very busy year for the members of the Acton Community Housing Corporation with both rewards and frustrations. We would like to thank the Board of Selectmen, Town Staff, and the participating developers for a productive and rewarding year. A special thank you goes to the Acton Housing Authority executive director and staff for their valuable assistance throughout the years. As Chairman, I would especially like to thank our very loyal and talented committee members. Without their dedication, there would be little progress made in the affordable housing effort.

Chairman, Nancy Tavernier
Vice Chairman, Dan Buckley
Clerk, Naomi McManus
Members, Ryan Bettez
Robert Whittlesey
Associate Members, Kevin McManus
Pam Shuttle
Trisha Gudit



High School

COUNCIL ON AGING

The Acton Council On Aging provides services and programs to the growing population (2400+) of citizens 60 and over in the Town of Acton. The Smith-Cloonan Senior Center, located on 50 Audubon Drive in South Acton, will be celebrating its 10th anniversary this coming April! In addition to Council On Aging offices, two large rooms provide space for dining, daily exercise and other classes, group meetings, programs and recreation. A smaller room houses health clinics, computer classes, legal consultation and tax appointments. The Minuteman Senior Services lunch program takes place in the dining room 4 days a week. Home delivered hot meals are offered to homebound seniors five days a week, with frozen meals also available.

The Council On Aging staff are available 8 to 5, Monday through Friday, to provide resource information and consultation to seniors and their families and to make referrals to other community agencies when appropriate. Staff members are Jean Fleming, Director, Barbara Winders, Assistant to the Director, Carol Steiner, Outreach/Volunteer Coordinator, Debby Mozzicato, Program Coordinator, Ron Paskavitz, Van Driver and Steve Ryan, Substitute Van Driver. Edith Dietrich is the Minuteman Senior Services meal site manager.

The COA budget is funded primarily by the Town of Acton. An annual grant from the State Executive Office of Elder Affairs funds limited additional staffing hours. The Friends of the Council On Aging fund numerous classes, programs, special events and day trips.

New classes and programs this past year have included "One Stroke Painting", Verdi Opera workshops, "armchair travel" slide presentations, double feature movie/pizza gatherings, microwave cooking classes and a Senior Art Show at the Memorial Library. Ongoing exercise classes include two levels of aerobics, two levels of Tai Chi and a new "Stretch and Relax" class. Watercolor and drawing classes, bridge lessons and quilting instruction are offered weekly. Genealogy and singing groups meet twice a month. A book discussion group has been revitalized with new leadership. Specialized winter computer workshops complement classes offered in the spring and fall.

Socialization opportunities are available at the monthly Men's Breakfast and Ladies' Luncheon. After lunch, seniors enjoy pool, ping-pong and informal card games. Weekly movies are viewed on our large screen TV and entertainment is offered throughout the year by amateur, professional and scholastic music groups. Day trips transport seniors to area museums, historic homes and flowering gardens, Boston Symphony rehearsals, ball games, boat and train tours and of course, restaurants!

Legal consultation is offered free of charge bi-monthly by local elder law attorney, and free taxpayer assistance by AARP volunteers. Podiatry, blood pressure clinics and cholesterol clinics are scheduled by the Acton Public Health Nursing Ser-

vice, who also present several informative health programs each year. A monthly hearing clinic is available. Health insurance counseling is provided by the Acton SHINE (Serving Health Information Needs of Elders) volunteer, supervised by Minuteman Senior Services. Resource information is provided in areas of housing, fuel assistance, legal and financial assistance, adult day care, home health services, residential care facilities, with specialized resources for Alzheimer's care.

A widows/widowers support group is held monthly, as is an Alzheimer's Caregivers support group. The Friendly Visitor program provides companionship to isolated seniors and the RUOK phone check in program is coordinated with the Acton Police Department. The Handyman program meets the requests of seniors for minor home repairs. Durable medical equipment is donated by seniors and loaned out to other seniors in need. The "File of Life," an invaluable form detailing medical emergency information and stored in a magnetized packet on the refrigerator door, is mailed to every senior in Acton by the Friends of the Acton Council On Aging.

The Senior Work program, coordinated by the Acton Department of Human Resources, provides opportunities for temporary employment within the municipal departments. Seniors can earn \$750 each fiscal year. Please contact the Council On Aging for applications.

The Council on Aging van is a ten passenger van with wheelchair capacity, which transports seniors and disabled adults within the towns of Acton, Concord and Maynard. Fares are \$1.00 each way within Acton, and \$1.50 each way out of town. The COA van and another local van, the Road Runner, are both administered by the Lowell Regional Transit Authority.

Information about all programs, classes and services is detailed in the COA Senior Citizen Newsletter, mailed 9 times a year to each senior citizen's home.

The heart and soul of the Council On Aging are its versatile, talented and hard working corps of volunteers! One hundred seventy-five volunteers, in addition to groups of volunteers from area schools and community organizations, provided much needed and appreciated services to seniors this past year. The COA Board provides inspiration and support for many COA programs. The Friends of the COA fund many COA classes and programs, subsidize day trips, administer the Emergency Fuel Assistance Fund and mail the File of Life to each senior's home. Volunteers deliver meals to homebound seniors each weekday, help serve special luncheons, teach classes, do minor home repairs, prepare Men's Breakfast and Ladies' Lunch, create quilts, laps robes, hats and mittens to donate to those in need. They provide tax assistance, legal counseling, prepare the newsletter for mailing, answer office phones and do data entry, water and weed plants and organize our library and video bookshelves. Friendly Visitors provide welcome companionship.

The Acton Lions Club and Acton-Boxboro Rotary Club provide seasonal dinner events for 120 seniors at the Senior Center. Theater III provides free dress rehearsals and Video Signals a weekly movie. High school students rake lawns and deliver buckets of "safety sand" to seniors' homes. The Salvation Army, Community Supper and the Friends of the Acton COA assist seniors in need. The Acton Women's Club, school groups, area church groups, a local business and private citizens donate food and gifts to others at the holidays.

THANK YOU to all of these wonderful volunteers!

Please call the Council On Aging staff at 978-264-9643 for information, assistance, or if you would like to join our group of volunteers.

Submitted by Jean Fleming, Director
Council on Aging Board

Pat Ellis, Chair
Liz Cash
Thomas McQueen
Catherine Guinee
Jan Patrick
Bill Ely
Anita Dodson
Paul Turner
Cathleen Summers
Stephen Baran (Associate)
Gena Manalan (Associate)

HOUSING AUTHORITY

Through the combined efforts of a dedicated staff, Board of Commissioners and the support of the community, the Acton Housing Authority has been able to provide proactive programs to their clients. These programs focus on building self-esteem, self-confidence, self-discipline and independence.

- In 2003, Housing & Urban Development's Section 8 Voucher Program provided grant monies for the continuation of the Authority's highly successful Section 8 Family Self-Sufficiency (FSS) Program.
- The FSS Program promotes financial independence by coordinating childcare, education, vocational training and job placement. The success of the program can be attributed to a dedicated FSS Coordinator and the nine- (9) member FSS Program Coordinating Committee of area providers and educational administrators who work together to develop individual goals and objectives for twenty-five (25) FSS clients.

- United Way's grant enabled the Authority to continue its twelve- (12) month Parent Aide Mentor Program for families at risk in the community. The Parent Aide Mentor Program provides individual mentorship to parents dealing in family crisis.
- The enlargement of Windsor Green's parking lot and septic repair work finally began late August and once completed will be a welcome relief from the unsafe and overcrowded conditions of the existing facility.
- The ongoing support and consultation service provided by the Acton Public Health Visiting Nurses, the Department of Mental Health and Eliot Community Mental Health Center has assisted the staff to ensure safe, decent housing for the low and moderate income elderly, handicapped and families in the area.
- Currently the AHA subsidizes 325 households under five (5)-housing programs; one (1) is a federal housing Program and five (5) State housing programs.

Many of the Authority's accomplishments are attributable to the community's generosity. While the Town of Acton benefits from the Authority's work, it is important to note none of Town's property tax revenues are used.

The Board of Commissioners and staff would like to express their sincere appreciation to the community at large to the Town Boards and to the Town staff for their support that has enabled the continuation of the Authority's proactive programs.

Board of Commissioners

Erin Bettez
Linda Mathinos
Gail Fields
Dennis Sullivan
Barbara Smith
Carol Lake
Robert Whittlesey

Family Self Sufficiency Coordinating Committee

Carola Domar
Joseph Nagle
Betty McManus
Deborah Garfield
Jean Schoch
Ellen Weisstein

Naomi E. McManus- Executive Director

PUBLIC HEALTH NURSING

The Acton Public Health Nursing Service, a division of the Health Department, has provided services to the Town of Acton since 1923. We are proud to carry on the tradition of providing skilled, personalized services to Acton residents. We continue to provide a full range of home health care services to Acton residents including skilled nursing; physical, occupational and speech therapy; medical social services and home health aide assistance along with the addition of a psychiatric nurse. We are able to bill most insurance companies.

Due to the national focus on bio-terrorism, the public health nurse has seen a significant increase in the amount of time spent in training and planning in this area. This has been in addition to a three-fold rise in reportable communicable diseases, including a case of active TB, several cases of pertussis in the adult as well as school population. The early occurrence of influenza involved several extra flu clinics and the increased concern resulted in a large rise in telephone inquiries. Other public health services offered include blood pressure and cholesterol screenings; a monthly podiatry clinic, and funding an instructor for Smoking Cessation classes in the A-B regional schools. We continue to provide walk-in services at our office on the 2nd floor of Town Hall for adult and childhood vaccinations and blood pressure checks. We encourage people to call before coming to assure availability of a nurse to assist you.

Volunteers and other town departments continue to provide substantial assistance to the Nursing Service. The Friends of Acton Nursing Service (FANS) provide ongoing financial and volunteer support. The Professional Advisory Committee provides guidance by reviewing policies and procedures. The Fire Department provides off-hours paging services. The Council on Aging provides space for us to conduct many of our screening programs as well as monthly health education program series. The Acton Public Health Nursing Service is alive and well and looks forward to another 75 years, serving the Town of Acton!

Merrily Evdokimoff, RN, MSN
Administrator

Public Health Nursing Service Statistics 2003

Home Visits		
Registered Nurse	1665	
Home Health Aide	3537	
Physical Therapy	1216	
Speech Therapy	6	
Occupational Therapy	125	
Medical Social Work	10	
Total		6559

Health Promotion Activities		
Cholesterol Screening	28	
TB Testing	20	
Blood Pressure Checks	635	
Podiatry Clinic	212	
Influenza Vaccine	1481	
Other Vaccinations	208	
Office Visits	78	
Total		2662

Communicable Disease Follow-up		
Animal Bites		
Dog	6	
Cat	1	
*Bat	1	
*Group A Strep	2	
Hepatitis		
*A	1	
B	16	
C	2	
Lyme Disease	27	
Pertusis (whooping cough)	8	
Gastrointestinal Infections:		
Giardia	4	
Salmonella	4	
Campylobacter	5	
E.Coli	5	
Other	4	
Tuberculosis	1	
Total		87

SEALER OF WEIGHT'S AND MEASURES

The Sealer of Weight's and Measures annually checks the accuracy of all weighing and measuring devices used by all retail and wholesale businesses in the conduct of their trade. This includes scales, gasoline and oil pumps, scanner's, yard good's and measuring devices, as well as investigating complaints in the sale of cordwood.

Number of Devices Sealed	
Scale's	127
Gasoline Pumps	191
Bulk Storage	2
Scanner Inspection's	17
Scales not Sealed	1
Scales Adjusted	6
Scales Condemned	0
Pump's not Sealed	0
Pump's adjusted	15

Mark FitzPatrick,
Sealer of Weight's and Measures

VETERANS' SERVICES DEPARTMENT

Donna Rochette – Acting Benefits Counselor
John Murray – Treasurer

Legacy

The 21-gun salute was still echoing across Woodlawn Cemetery and Ice House Pond when the somber sounds of a sole bugler rose. "Taps" was the final salute to a World War II veteran.

Nearly 58 years after the end of World War II, the veterans are in their winter years. It was a generation born to adversity, raised during the Dust Bowl and the Depression. Even in those dark times they, as members of the Civilian Conservation Corps, contributed by constructing major public works projects such as expanding the Cape Cod Canal, the construction of the three bridges over the Cape Cod Canal, numerous State parks and the Hoover Dam.

Of the 16.1 million American servicemen and service-women who served during World War II, more than 405,000 died and approximately 672,000 were wounded. Approximately 4.4 million survive today and the Department of Veterans Affairs (VA) estimates their numbers will decline by more than 1,000 per day and 50 percent by 2010. In Massachusetts the remaining World War II Veterans' population is about 123,000, and the VA estimates Massachusetts WW II Veterans are dying at a rate of 28 a day, or 10,000 a year.

Sixty-one countries were involved in World War II. The War affected 75% of the world's population or 1.7 billion people. Six men who would become U.S. presidents served. Their lives were shaped by the horror of war and the uncommon valor of their fellow soldiers, as were all who served ... and almost everyone served.

When their country called, an entire generation answered. In addition to those who were involved in military service, more than 6 million women entered the workforce and made America the manufacturing hub and the bread basket for the Free World. Three quarters of them were over 35 and also had children to raise. Gasoline and sugar were rationed. The home front recycled rags, recycled scrap metal, recycled rubber and bought war bonds to assist in the war effort, while in Europe and Asia ethnic cleansing was taking place.

The collective legacy of all who served our country is our ability:

To associate with whom we wish
To participate or not to participate in a religion of our choosing
To be able to read articles from a free press
To speak freely at Town Meeting.

While names such as Roosevelt, Churchill, Eisenhower, Patton, MacArthur, Bradley and Doolittle are found in the history books, the real heroes of the World War II generation are in our midst. You know them. They are our fathers and mothers, our grandfathers and grandmothers, our great-uncles and -aunts. They are the elderly man and woman across the street or in the church pew next to you.



National World War II Memorial will be dedicated in Washington D.C., on Saturday, May 29, 2004

EDUCATION AND LIBRARIES

ACTON PUBLIC SCHOOLS ACTON-BOXBOROUGH REGIONAL SCHOOLS

EDUCATION REPORT 2002-2003

As always, the 2002-2003 school year was jam-packed with activity. The Acton-Boxborough Regional High School Building Project was the most significant area of change, but the districts also inducted new faculty, undertook a wide range of projects in the realm of curriculum and instruction, and contended with shrinking state and local revenues, which required passage of an operating Proposition 2 1/2 override vote.

High School Building Project

As was noted in last year's Town Report, the groundbreaking on the ABRHS Renovation and Expansion Project took place on May 15, 2002. Phase I (the construction of the new addition and extensive site work) began quickly and made consistent progress. The new West Wing was actually turned over to the schools two days ahead of schedule in June 2003. This allowed ample time for the building to be outfitted and furnished for September 2003 use. A small open house was planned for August.

The site work was hampered by poor weather during the fall of 2002, causing particular problems with drainage of the new laying fields. A contingency plan was developed that avoided any disruption to our spring 2003 athletic programs. Other site work progressed well; the third-tier parking lot was constructed without incident, and overall work on the site remains close to schedule.

As Phase II (Renovation) began, additional parts of the building were taken off line. For example, we lost the kitchen, boiler room, fitness center and wood shop in the spring of 2003, but with excellent planning we were able to maintain function. Cafeteria staff worked out of the Parker Damon Building, and other food selections were brought in from outside vendors. The fitness center was moved to the Administration Building. Major renovation work is due to commence in the East Wing (1973 addition), including the Auditorium.

The best news is that the project continued to be on schedule and within budget.

Enrollment

The elementary enrollment on October 1, 2002 was 678, an increase of 67 students since the previous October. Kindergarten enrollment increased by 25 students, from 338 to 363. There were no school choice students remaining at the

elementary level. The Junior High School enrollment increased by 33 students, from 868 to 901 with one school choice student remaining. The ABRHS numbers went from 1,511 to 1,600, an increase of 89; there were 16 school choice students remaining – a decrease of twelve students from the previous year.

Personnel

Staffing changes for the 2002-03 school year were affected by the June, 2002 retirement of seven Acton Public and four Acton-Boxborough Regional teachers. Leaves of absence for three ABRSD teachers and four APS teachers were granted, and eight APS and nine AB resignations were received. The 20.2 ABRSD and 15.9 APS full-time equivalent new teachers who were hired filled these vacancies and additional openings. One Acton Public teacher received a Fellowship for the 2002-03 school year.

Curriculum and Instruction

As always, in 2002-2003 a variety of curricular and instructional initiatives were underway. The following are some of the system-wide highlights.

ABRHS Accreditation Activities

The New England Association of Schools & Colleges (NEASC), the accrediting organization for New England, evaluated the high school in March 2000 and made over sixty recommendations. The administration and staff have been working to address each of these since the fall of 2000.

- **Curriculum documentation** – This enormous effort has focused on providing consistency across all departments. Each course will have a description that includes learning objectives, materials, sequence of topics and goals. These will be finished within the next year, and the completed versions will be available online for both new faculty and parents.
- **Broadened course offerings** – The goal has been to provide challenges for students at all academic levels and in a broadened range of fields. Examples of courses added through this effort are CISCO Academy and new media/ communications courses.
- **“Coalition of Essential Schools” Model** – The NEASC has encouraged all New England high schools to move to a model based on the Coalition's reform philosophy. In the NEASC reform approach, our high school would define a set of “core learning expectations” that all students would be required to meet in order to graduate. Somewhere between five and twenty expectations, a rubric would be devised.

Faculty would determine what score was necessary in each rubric in order to pass the graduation standard.

The high school would be required to give students multiple opportunities to meet expectations relative to each rubric via the course curricula and to keep records of how students are doing on each expectation. These records would have to be shared with parents. Students would be eligible to graduate only when they met all of our defined expectations.

This set of reforms would require a substantial effort on the part of the faculty, and there is consensus that the results would not be worth the time invested. Most AB students already develop very strong skills. MCAS scores hold us accountable for development of all students' literacy and numeracy. Our grades are standards-based and a very good indicator of whether or not students possess the skills they should possess. Colleges have no interest in students' rubric scores. We are already contending with budget cuts and a building project. Additionally, this reform strategy is not consistent with the current ABRHS structure. Based on our current strengths, budget constraints and building projects, the administration's response to these recommendations was to offer to create expectations and rubrics in one or two areas where we currently have no defined expectations. The NEASC rejected our response. As the school year closed, the high school was engaged in the development of a new response, which was designed to take us closer to the NEASC model. We were simultaneously exploring other options.

Junior High Move to Heterogeneous Grouping

Over the past several years, the English and Science Departments transitioned from multiple levels in the 8th grade (AE & Standard) to one heterogeneous level. In 2002-2003 the World Language Department was evaluating making a similar move. The Math Department is not likely to make any change and will continue to offer two levels in 7th grade (Accelerated & Standard) and three levels in the 8th grade (Honors, AE and Standard). Social Studies will remain heterogeneous.

Support of MCAS Requirements

In 2002-2003, the school system provided many options for those students who have failed or who are at risk of failing the MCAS tests required for graduation. These included intensive, remedial summer programs for elementary and junior high levels, school year courses in math and English for high school students, and a tutorial program for those who cannot attend the others.

Transcript/Rank in Class Changes

Over a year ago, the High School Counseling Department initiated a study of the current student transcript and school profile – how they compare to those at comparable schools and how they might influence college admissions. Subsequently, the high

school undertook a process involving input from faculty, administration, parents and students. In 2002-2003, the high school made a set of changes to be implemented in fall 2003.

The key decisions were as follows:

- compute a weighted GPA vs. current QPA;
- provide a histogram of the weighted GPA distribution instead of the current rank-in-class;
- revise the profile to more accurately reflect the strength of the school; and
- include final year-end grades only on the transcript.

New 2002-2003 Initiatives

- **Differentiated Instruction:** A teacher who differentiates instruction, uses a range of teaching strategies to address different learning styles, skills and levels of knowledge. A multi-year program has recently been launched at the junior high and elementary schools to support differentiated instruction in the classroom. This is a long-term effort that will require both professional development and time to create implementation strategies and materials. This initiative will help us to maximize the advantages of heterogeneous grouping.
- **Systematic Examination of Student Work:** At the high school, students are already grouped by skill in the three to four academic levels offered for each course. There is an ongoing effort to hold "student work" conversations among the staff. All teachers share student assignments, compare how they are evaluated, look for consistency in grading, and reach agreement on what matters in the assignment.
- **Technology Training of ABRHS Faculty:** As part of the High School Building Project, some faculty will be receiving district-procured laptops. As they do so, they participate in extensive training (initiated in summer 2003). The goal of the training is to help faculty effectively employ the new technology to enhance curriculum and instruction.
- **History Curriculum – Review of Scope & Sequence:** Our current history curriculum scope and sequence has been under review by a system-wide committee. While the high school offerings are not changing as a result of the committee's work, the current elementary and junior high topics and concepts will become more coherently sequenced.

and interrelated. Implementation will occur gradually, as faculty training is provided and materials are acquired.

- **Youth Risk Behavior Survey:** In response to the 2002 survey results, a group was convened to look at the scope and sequence of our current health education curriculum. The goal of this effort will be to eliminate curricular redundancy and gaps. The group was slated to initiate its work in fall 2003.
- **No Child Left Behind (NCLB):** This year, our districts were part of a Massachusetts Department of Education pilot "consolidated strategic planning" process tied to the new Federal NCLB legislation. This process required the administration to examine an array of statistical data and employ it as the basis for district planning and priority-setting. Paperwork associated with this process has been onerous. Whether there will be any benefits for our students remains to be seen.

Pupil Services

Nursing Services: The school nurses continue to support increasing numbers of students with chronic health issues. They are involved in a limited capacity with the Framingham Health Center, which was under-funded due to state budget cuts. The nurses conducted state-mandated vision, hearing, and postural screenings. The elementary nurses participated in classroom teaching opportunities, including Human Growth and Development for fifth-grade students, safety and hygiene, scoliosis and ear anatomy. The nurses at Acton-Boxborough worked on implementation of the athletic participation form that provides emergency and appropriate medical information about students to their coaches. They also participated in the smoking cessation program sponsored by the University of Massachusetts and the Department of Public Health. The high school nurses coordinated the Hadassah Check It Out program. During Professional Day in March, all the nurses attended an off campus conference titled, "Legal Issues in School Nursing." For their study group this year, the nurses developed a latex allergy procedure. As in previous years, the nurses offered a Flu Clinic for staff members.

Counseling: Elementary school counselors received a D.O.E. grant to study early childhood mental health. This study group also included preschool parents and professionals who met weekly to participate in trainings on such topics as family stress, community mental health resources, social skills for students, and resilience.

The junior high school counseling department changed caseload assignment for the year to ensure that counseling services were more "student focused," as opposed to "team based." At-risk students continued to be identified and were supported by the school counselor. In addition, collaboration with

outside service providers helped students to be successful in school. The department spent time enhancing the already existing respect/bullying/teasing/sexual harassment curriculum to meet the needs of 7th and 8th graders. The Mentors In Violence Prevention program, sponsored by Northeastern and delivered by ABRHS students, taught lessons on teen dating violence in the 8th grade Life Skills exploratory class. Finally, counselors continued to offer an after-school psycho-social intervention program.

The high school counseling department was fortunate to have a full-time school psychology intern to assist in counseling, assessment, and intervention with students with significant social-emotional and learning needs. The high school counseling department continued its work with the Peer Counseling course and offered parent evenings to address such issues as early-decision applications to colleges, financial aid, and the college search process. Several counselors participated on a committee to implement the changes in the high school transcript. The department looked at improving resources for the non-college-bound student. The format of the senior alternative breakfast was changed to include a more thorough description of the options for students not interested in pursuing secondary education. A school psychologist study group convened to discuss eligibility for special education services based on an emotional disability.

Special Education and Regular Education Supports:

Now in its ninth year, the Acton Public Schools Integrated Preschool is a well-respected early childhood program option within the community. In September 2002 the preschool moved to a renovated space at the Administration Building. Children with identified special needs and those who are developing typically are educated side-by-side in this setting. Using an integrated therapy model, the staff (early childhood special educators, occupational therapist, speech/language specialist and physical therapist) provides instruction and therapy services in class.

In order to serve the growing number of students diagnosed on the Autism Spectrum, a school-based preschool, based on the principles of Applied Behavior Analysis, was opened in September 2002. This program, also located at the Administration Building, provides students the opportunity for inclusion in the Integrated Preschool when students are ready for such experiences.

In the spring, Acton Public Schools early childhood staff, along with Boxborough Public School staff and directors of private preschools and daycare, collaborated on a MA DOE grant focused on the recently voted Early Childhood Curriculum Standards. The study group familiarized themselves with the standards and planned a series of workshops to disseminate this information to the broader early childhood community.

The Acton Public Schools Special Education Department staff, (consisting of special educators, speech/language specialists, occupational therapists and physical therapists), is a cohesive group of talented and dedicated specialists. Educational and

therapeutic disciplines communicated regularly. Student TEAMS provided effective services to approximately 325 students in the Acton Public Schools. Staff communicated well with regular education teachers and with parents. Each department developed long-range goals that supported the Acton Public School District goals.

Staff participated in many professional development opportunities. Through a Massachusetts Department of Education Professional Development Grant, the Special Education Department offered a variety of training programs in speech and language, language arts, social emotional areas, behavior training and strategy instruction. New speech and language specialists received specific training in phonemic awareness, an integral part of successful reading skill development. Speech and language specialists have also received training in a teaching technique to enhance organization and memory functions: Visualizing and Verbalizing. Special educators have now all been trained in Orton-Gillingham, a phonics program, Project READ and updated disability testing.

Speech and language specialists and special educators were presented with extensive training information in Special Education regulations and neuropsychological evaluation procedures and assessments. Motor specialists have trained primary teachers in the use of a specialized handwriting program to be used with students in the classroom. English As a Second Language staff attended trainings on new assessments and regulations.

Further professional development occurred within the Acton Public School system. Speech and language specialists met monthly to discuss journal articles. The Special Education Department offered to teachers and specialists a series of trainings on special education topics covering areas such as behavior, teamwork, technology, English as a Second Language (ESL), anger management, disability awareness, nonverbal language disabilities and motor skill development. The ESL Department also provided training for teachers so that they might be able to better assist students in accessing the curriculum.

At the junior and senior high schools, special educators participated in several days of comprehensive training on new cognitive and academic assessment batteries. Additionally, speech and language specialists researched and added the most up-to-date assessment batteries to their current repertoire of speech and language assessment tools. All regional special education staff participated in intensive training on the topics of Phonemic Awareness and the Project Read program.

Collaboration has continued between special education staff and regular education teachers. A Test Taking Task Force is in its second year, monitoring the integrity of the testing procedures at the high school while ensuring that special education students receive their required accommodations. Special education staff and school administrators have collaborated closely regarding the MCAS test-taking process, fulfilling

mandated requirements, ensuring that all special education students receive necessary accommodations. While it is a credit to both special and regular educators that very few students fail the MCAS, thoughtful discussions continue to provide extra support to those students who fail the MCAS or who fall in the "needs improvement" range. Finally, curriculum templates have been developed for small group credit-bearing classes at both the junior and senior high levels. Templates are consistent with all regular education courses.

Academic Support Centers: The regular education Academic Support Centers have continued to focus on meeting the needs of our English Language Learners (ELL students). Specialists within both programs have collaborated and developed a comprehensive guide for classroom teachers to use as a reference tool when working with students from other countries. The guide was distributed to all faculty members at both the junior and senior high schools with training provided. Meetings continue between junior high and senior high ASC programs to refine entry/exit criteria for ELL students, as well as to evaluate the effectiveness of the language classes provided. All required standardized testing for ELL students is coordinated. School staff has developed test taking procedures for special education students.

Acton Public Schools

Each of the five elementary schools – Conant, Douglas, Gates, McCarthy-Towne, and Merriam – has the following in common:

- a School Council, as required by the Educational Reform Act of 1993;
- vital parent involvement, which plays an active role in the life of its school. These parents sponsor numerous assembly programs that enriched the school's cultural and aesthetic life with musicians, storytellers, and other performers. The parents raise funds for school-wide projects; provided volunteer services; and staffed the "Safe Arrival" hotlines. The parents also sponsored school newsletters and other activities;
- a number of whole-school events, such as orientation programs for kindergarten parents and children at the school year begins, back-to-school-night open houses in the fall, and a Memorial Day Program in the spring;
- students who use computers and technology in various ways – to supplement the writing/composition process, to enrich or extend learning experiences in each curricular area, to strengthen the learning concepts and practice of skills via the Internet;

- a faculty that participates in professional development through one or more of these activities: pursuit of formal course work; involvement in system-wide curriculum and instruction review and improvement projects; participation in the system's Professional Development Day, and attendance at professional conferences and workshops. In addition, many teachers worked with student teachers. Through their actions, the faculty again showed that they are truly committed to the concept of being life-long learners;
- a reception or event to celebrate and honor the parents and volunteers who assist each school during the school year.

Language Arts: In 2002-2003 the Douglas School implemented a Bay State Readers' Grant, focused on use of systematic assessment. Grant funding was suddenly cut mid-year, however, and the program was therefore not fully implemented.

Math: During the 2002-2003 school year, the McCarthy-Downe School reviewed its math program and introduced the use of Addison-Wesley materials (in conjunction with TERC materials) to their approach.

Health: No program changes were implemented during 2002-2003. We were able to use state funding to purchase some literature for grades K-2 to help support the teaching of health topics. The DARE program continued in grades four and six with the support of the Acton Rotary. Third graders also received a special Drug and Alcohol prevention program, provided by a consultant and funded with federal Safe and Drug Free Schools money. In 2002-2003 we used the "Bully-Proofing" and "Quit Bullying" programs at all grades to address issues of bullying and fairness in school.

Social Studies: The fourth grade ancient civilizations pilot program was discontinued due to changes in the statewide curriculum framework. A system-wide review of the History/Social Studies curriculum was implemented, with particular emphasis on grades 3-10. A series of meetings was held and recommendations made for a number of programmatic changes. Several groups of teachers worked on summer projects to help clarify the system-wide curriculum expectations.

Science: The Outdoor Classroom Initiative was continued with the goal of developing an outdoor learning environment in the wetlands basin between the new Parker Damon Building and the old Merriam School. Additional grants were received from the Executive Office of Environmental Affairs and the Acton Garden Club, with additional donations of labor from Dan Penney, Peter Hoover and Rich Capachione - Acton residents.

Grants: We received grants, described in Science and Social Studies above, for the Outdoor Classroom Project.

Increases in federal grants under No Child Left Behind were employed in a variety of ways.

Acton-Boxborough Regional Schools

R. J. GREY JUNIOR HIGH

R. J. Grey began the 2002-2003 school year with 901 students, 447 in the seventh grade and 444 in the eighth grade on October 1. This was an increase of 33 students over the enrollment for October 1, 2001. School opened with the use of the entire building as the renovation project neared completion. A dedication ceremony for the "new" junior high took place on October 6, 2002. For the first time in several years, each teacher had his/her own classroom in which to create an environment specific to the needs of the students and curriculum.

At R. J. Grey, all students are divided into teams. Teaming is the ideal format through which we can deliver those programs and values we most believe in, as expressed in our Statement of Purpose; e.g., meeting the needs of the adolescent, maintaining curricular quality and interdisciplinary opportunities, and creating a sense of community. Thanks to the support of the Acton-Boxborough community in the budget process last year, we added a fifth seventh-grade team to accommodate our growing school population. Having smaller teams in the seventh grade allows for a better transition for sixth-grade students as they move up to the junior high. Each seventh-grade team had approximately 95 students and five teachers (English, social studies, math, science, and Spanish and/or French.) In grade eight, we had four teams, each with about 111 students and five teachers (math, science, English, social studies, and one of the four "exploratory" subjects that rotated each quarter of the year). World Language teachers are "off-team" in grade eight. Teachers plan integrated curricular activities, which help students see the relationships between the various subjects. Teaming allows teachers to get to know students very well and gives common planning time to support these students. Time is scheduled that allows parents/guardians to meet with all team teachers at once to get the whole picture of their child's progress. Teaming also breaks a big school into smaller units, which makes the school less intimidating than being one student out of 901.

All students take English, social studies, math, science, and physical education/health. The curriculum demonstrates the core values of reading (the English program is literature-based), writing (although skills are primarily taught in English, the other academic subjects have adopted the "Writing Across the Curriculum" approach, which provides students with a more consistent writing approach), math (with the added skill development of reading mathematical language), and our physical (science) and cultural (social studies) world. Most of our students not exempted by a Special Education Individual Educational Plan take a world language, with twice as many taking Spanish as French. Seventh graders participate in an "exploratory program" that consists of Information Skills, Art, Music and Minuteman Tech Lab, each

for a quarter of the year. Exploratory courses for the eighth graders are Art, Principles of Engineering, Life Skills/Health, and Study Skills.

In addition to the core curriculum, students also choose an elective that met every other day. Elective classes offered were acting, basic and advanced guitar, basic drawing, drawing and painting, chess, hand crafts, internet information skills, library aides, peer tutoring & peer mentoring, book club, performance art, technical design projects, web page design, and yearbook.

Learning and connecting with members of the R. J. Grey community took place for many students through our extracurricular activities. The interscholastic athletic program included teams in cross-country, soccer, field hockey, basketball, softball, track, and baseball. All participants on these teams paid an activity fee, which helped to support the programs. The intramural program was available to all students, meeting either before or after school. These intramurals included floor hockey, basketball, wrestling, volleyball, lacrosse, and tennis. Other after-school activities included Art Club, Adopt-a-Grandparent, Jazz Band, Select Choir, Chess/Board Games Club, Cooking Club, the AB Blueprint (school paper), Fitness Club, and Robotics. The school play, "Oliver with a Twist," involved over 190 students and 125 parents.

Another way students connected with each other was through involvement in the Student Council. This group helped to plan school-wide activities, dances, and service learning projects. A major focus of Student Council this year was to get students to connect with different members of their teams and school through various "Mix It Up" activities. Homeroom reps helped teams plan these events, which included a snow sculpture contest, "Mix It Up" days in the cafeteria, and team service learning projects.

In addition to such annual projects as the Coat Drive, Walk to the West Acton Food Pantry, and collecting for Toys for Tots, teams found new programs to support; among these were the Heifer Project (through an AB t-shirt and sweatshirt sale) and Kids Can Free the Children (funds were raised through a Staff Variety Show).

Our second annual Project Wellness Day brought seventh-grade students and adult family members together at Merrimack College on March 12, 2003 to learn more and better ways to communicate with each other about difficult issues, such as risky behaviors. Approximately 1,000 students, family members, and staff participated in this event. Other special events during the school year included the Problem Solving Contest, Student Variety Show, Halloween Dress-up Day, Blue and Gold Day (school spirit day), World Language Week, a weekend ski trip to Waterville Valley, Fun Fest (field day at the end of the year), the Thanksgiving Assembly, and the Student Recognition Assembly.

Throughout the school year, several groups met regularly to look at the future of R. J. Grey and to consider ways we can continue to meet the academic needs of our students. The entire staff, as well as a committee of department leaders and staff representatives, continued to look at the parts of the program that are highly valued in order to preserve them, and also looked at ways to enhance the learning opportunities of all students. The School Council, consisting of five parents, one community person-at-large, four staff members, four students, and the principal, addressed a variety of issues and made helpful recommendations to the administration. The Student Council continued to have a strong voice in the development of the school and the overall school climate. An active P.T.S.O. organization (for families in grades seven through twelve) planned, organized, and assisted with many events at R. J. Grey. Parents/guardians were invited to attend monthly noontime informational meetings with both the RJG and ABRHS principals, who presented reports and answered questions. The P.T.S.O. also sponsored evening programs designed to provide information about the schools. In addition, the P.T.S.O. Newsletter, *Shades of Grey*, and the P.T.S.O. e-mail list helped us to better communicate with families about our school.

In October 2003, the schools received the results of the state-mandated MCAS (Massachusetts Comprehensive Assessment System) tests from the previous spring. R. J. Grey students had the fourth-highest scores in the state for junior high/middle school students. We continue to be proud that our students' scores compared favorably with the top-performing schools in the state. This is a result of the high quality of teachers and teaching, an excellent curriculum, fine students, and the supportive families who make education a priority for their children.

We are grateful to the Acton community for the passage of the override and the school budgets in April 2003, which allowed us to keep our current teaming structure in place for the 2003-2004 school year. We will continue to face other resource challenges in the years ahead to provide enough staff for the school population and to provide time for teachers to support the needs of students, the curriculum, and the total school program. Given the quality of the support by students, staff, parents/guardians, and community that R. J. Grey has come to enjoy, these and other challenges will be faced with enthusiasm and a sincere belief that students will continue to have a school in which they can learn, mature and grow – and about which we all can continue to be proud.

At the end of the 2002-2003 school year, several veteran staff members retired after many years of service to our school. Among these retirees were Mac Reid, Principal of RJG for nine years (19 years in the AB school system), and Jack Hughes, Assistant Principal of RJG, who had worked in the AB school system for 35 years. We thank them for their many years of leadership, support, and dedication to the students of R. J. Grey Junior High.

Post Secondary Education: The ABRHS Class of 2003 was comprised of 347 members; of these, 89% will enroll at four-year schools, while 4% will continue their education at two-year colleges and technical schools. Consistent with the national trend and with that of previous AB classes, 138 seniors (42% of those applying) submitted Early Decision or Early Action applications.

Standardized Test Results: Average SAT scores for 2003 seniors again exceeded those of state and national populations. This is significant since 99% of A-B students took the SATs, compared to the state average of 82% and the national average of 48%. Our average combined score for the SATs was 1227, which is 201 points higher than the average combined Massachusetts score of 1026.

National Merit Scholarship Corporation: Nine members of the class of 2003 achieved semi-finalist recognition; 36 others received letters of commendation.

National Honor Society: One hundred fourteen members of the current senior class distinguished themselves by entrance to the National Honor Society.

National World Language Honor Societies: In 2003, thirty-one ABRHS students qualified for membership in local chapters of the National French, Spanish and Latin Honor Societies.

National, Regional, and State World Language Competitions: Three ABRHS students placed nationally in 2003 in the National Spanish Examination; fifty-four students placed statewide. Three students placed nationally in the National French Contest; seventeen students were chapter finalists. Two students placed at the summa cum laude level of the National Latin Examination. One student was a winner in the Classical Association of Massachusetts Writing Contest.

Academic Decathlon Team: In its 15th year of competition, this team of nine regulars and twenty alternates placed first in the Massachusetts State Championship, which was held in March 2003. A total of fifty Massachusetts high schools competed. In addition, the team placed fifth at the National Championship held in April 2003 in Erie, Pennsylvania. The team was a medalist in individual subjects of the National meet. English teacher Andy Eck coached the team.

Mathematics Team: In the 2002-2003 season the A-B team finished second in statewide competition. Twelve students were finalists in the state Mathematics Olympiad Exam – Yang Jing, Darrick Li, Nathan Johnson, Dmitry Bakmutskiy, Carl Brandon, Eric Kuo, Adam Merberg, Sean Sullivan, Alex Liu, Jimmy Shi, Cherry Miao, and Vaishal Patel. Also, twenty students were finalists in the nationally-administered Annual High School Math Exam – Darrick Li, Jennifer Kuo, Dmitry Bakmutskiy, Carl Brandon, Eric Duo, Lincoln Quirk, Sean Sul-

livan, Adam Merberg, Yang Yang, Cherry Miao, Alex Trubitsyn, Darien Ancukiewicz, Gautham Sidharan, Alex Liu, Jimmy Shi, Dave Blancha, Andrew Kuo, Renato Montengro, Alex Crew and Hao Zhou.

Speech and Debate: The ABRHS Speech and Debate Team had 120 members throughout the 2002-2003 school year. Competing at both the varsity and novice levels, the team participated in Eastern Massachusetts competitions, hosted its own “Winterfest Tournament,” and sent qualified competitors to state and national competitions. The ABRHS team qualified the allowable maximum of 32 competitors to the Mass Forensic League State Championships; nine members went on to represent the school at the National Championships in Washington, D.C. Josh Issacs and Brendan Jarboe were semifinalists in their respective events. The team won the “revolving trophy” for continued excellence in parliamentary debate.

Athletics: During the 2002-03 school year, participation in athletics grew to an outstanding level of 1,459 students in grades 7-12. In the fall season, our girls swim team ranked second in their sectional and state meets. Our football team finished with a record of 13-0, winning the Dual County League Championship and another Division II Super Bowl win. Our golf, girls soccer and field hockey teams all qualified for M.I.A.A. post-season play. In the winter, many of our teams enjoyed successful seasons and qualified for tournament participation. Included in this group were our alpine ski and girls and boys basketball teams and our girls ice hockey and track programs. As in the previous seasons, the spring was also a successful time for our teams. Our girls softball, boys and girls Lacrosse, and girls Tennis programs all extended their seasons in post-league play.

Proscenium Circus: Members of the Proscenium Circus displayed remarkable talent and energy as they continued their fine tradition of outstanding dramatic performances. Students participated in productions in a number of ways: sound, lighting, set building, stage management, publicity, ticket sales and, of course, stage performance. Over 100 students participated in the performances of Pride and Prejudice, directed by and adapted for the stage by Stephanie Hoban, the PC advisor; the musical, Footloose, which won a prestigious Moss Hart honorable mention award under the talented direction of Linda Potter and Jeannie Furlan; the Massachusetts High School Drama Festival entry, Goodnight Desdemona, Good Morning Juliet; and of course the class play competition that fielded an extremely competitive group of plays this year, including the winning sophomore play, Gosforth's Fete.

Performing Arts: The Band and Chorus took part in a number of community events, including performances at West Acton's Oktoberfest, Mt. Calvary's Senior Luncheon, the Memorial Day Parade, and the Acton Council on Aging. We had fifteen students selected to perform in concert band, chorus and orchestra at the MMEA Northeast Senior District Festival held in January; five of these students went on to perform in the All-State Festival.

A trip to Orlando, FL, where the band and chorus participated in a music festival and earned excellent performance ratings, was a high point in our students' experience. The band also had an opportunity to march down Main Street USA at Disney World.

Peer Leadership Program: Peer Leadership had a most successful year with over forty students, a number that has increased as the scope of peer leadership has evolved. The peer leaders facilitated an alcohol/drug awareness program in Acton's elementary schools, led social development programs at R. J. Grey Junior High, and engaged in smoking awareness programs.

The School Newspaper: *The Spectrum* includes articles and photography of interest to the ABRHS community. Staff members and editors work in a variety of capacities, including writing, photography, layout, copy editing, and advertisement sales. *The Spectrum* had a staff of fifty students and published five issues. Students work on every aspect of production. During 2002-2003, *The Spectrum's* Sports Section received an Honorable Mention from Suffolk University.

The Literary Magazine: The Student Literary Magazine produced and published two issues incorporating a variety of student writings and artwork. A contest was held prior to each issue with separate categories for artwork, poetry and short stories.

Student Internship Program: Fourteen juniors and seniors participated in the program. Each student was assigned to a staff member within the Town Hall or the school system. Several worked with state legislators.

Harvard Model Congress: Seven juniors represented ABRHS at this four-day government simulation. Participation was funded by the Acton League of Women Voters.

Girls State: Two juniors, Elizabeth Reuman and Vivien Wu, attended with the support of the Maynard Emblem Club.

Job Shadowing Week: Beginning in November, approximately 166 students made one-day career exploration visits to a variety of work sites. This program owes its success to the participation of local businesses.

Senior Community Service Day: On May 2, the class of 2003 spent the day working volunteer projects in and around Acton and Boxborough. Before the seniors began their projects, they were served breakfast at the school by the faculty and administration. This was the seventh year that the senior class organized a Senior Community Service Day.

Community Service Activities: ABRHS received two grants that were used to enhance the school's community service program. A Community Service Learning grant (through the Massachusetts Department of Education) funded curriculum-based service projects and professional development for staff. A grant

from the Corporation for National and Community Service was used to organize over two dozen service projects around Martin Luther King Day and to encourage year-round volunteering by students. The school held its third Community Service Awards night on January 20, at which approximately 300 students received recognition for their volunteer efforts.

Activities by Departments

The Performing Arts

Many exciting events took place throughout our elementary schools. Each of our schools held a number of class plays/musicals and choral/band concerts, in addition to their weekly music learning experiences in the classroom. In addition to the traditional concerts, the band performed in the Acton Memorial Day Parade; this has become a wonderful tradition for our band program, beginning in grade 5. The band program also finished the year with a town wide band concert combining the five elementary school bands. The 300+ students involved were a sight to see and hear!

At the R. J. Grey Junior High School, eleven students were selected to perform in the concert band, orchestra or chorus at the MMEA Northeast Junior District Music Festival held in March. The Band and the Chorus performed winter and spring concerts, displaying their improving musicianship, and did a great job providing support and building esprit de corps at school assemblies. The students of R. J. Grey performed a musical, "Oliver With A Twist," to sold-out audiences for five consecutive performances.

At the Acton-Boxborough Regional High School, our Band and Chorus continued to reach out to our communities as they performed at numerous events, including West Acton's Oktoberfest, Mt. Calvary's Senior Luncheon, the Acton Council on Aging, and the Acton Memorial Day Parade. Proscenium Circus's presentation of "Footloose" continued the fine tradition of outstanding musicals they have presented in past years. We had fifteen students selected to perform in the concert band, chorus and orchestra at the MMEA Northeast Senior District Music Festival held in January; five of these students went on to perform in the All-State Festival. A trip to Orlando, FL, where the band and chorus participated in a music festival and earned excellent performance ratings, was a high point in our students' experience. The band also had an opportunity to march down Main Street USA at Disney World.

The Visual Arts

In the ongoing process of curriculum articulation and review, the art staff began implementation of the newly revised grade 7-12 Visual Arts Curriculum. All Visual Arts courses at the secondary level have been entered into the new curriculum document format. The elementary art staff continues to review and refine the K-6 curriculum.

Throughout the school year, student efforts and accomplishments in the Visual Arts program were exhibited in each of the systems' seven schools, as well as in a variety of formats and off-site settings. Student artwork appeared in various school newsletters, and a kindergarten student's drawing graced the cover of the Kindergarten Handbook.

In September the work of elementary students from the Conant, Douglas, Gates and Merriam Schools was exhibited at Acton Day at NARA Park.

ABRHS students received thirteen awards and RJG students received seven at the state level of the highly competitive Boston Globe Scholastic Art Awards. The student work was exhibited at the State Transportation Building in Boston during January and February, and award-winning students were recognized at an awards ceremony at Hancock Hall in Boston. Two art teachers and three high school students assisted teams of judges during the daylong Scholastics judging process held at the State Transportation Building. The AB Visual Arts Director serves on the Scholastics Advisory Board. Students in the Art History and Junior/Senior Portfolio classes at the high school made their second annual field trip to the Museum of Fine Arts in Boston, to study Egyptian and Greek art and to see the "Traveling Scholars" exhibit. A Graphic Design student designed the cover for the Martin Luther King Jr. Day of Service brochure.

For the second year, Advanced Photo students documented the high school construction project in photographs. A Community Service Learning Grant funded the matting and framing of the work to be displayed in the school.

During March, Acton and Acton-Boxborough student artwork was included in the annual Youth Art Month Show at the Worcester Art Museum and at the Youth Art Month Show at the State Transportation Building in Boston. The Conant, Douglas, Gates, and Merriam Schools, as well as RJ Grey Junior High and Acton-Boxborough Regional High School, were represented in these shows.

For the second year, the art teacher and the music teacher at Gates School applied for and were awarded a PASS grant by the Acton-Boxborough Cultural Council. The grant funded a field trip to the Museum of Fine Arts in Boston for all 4th grade students at Gates.

Seventh- and eighth-grade students at RJ Grey had the opportunity to participate in an after-school art club that met once a week. Eighth-grade students made two field trips to the Museum of Fine Arts in Boston to support units of study in the art and social studies curricula.

Two elementary art teachers made presentations in the fall at the Massachusetts Art Education Conferences in Provincetown. The Visual Arts Director was named Arts Administrator

of the Year by the Massachusetts Art Education Association and honored at a luncheon at the MAEA Spring Conference at the Worcester Art Museum.

Students in the high school Junior/Senior Portfolio class prepared and exhibited their work in a show at the Continental Cafe in Acton. Painted works on paper from students in all elementary schools were included in a spring show in the Continental Cafe Gallery. An elementary art teacher had a show of her paintings at the Acton Memorial Library and won a first-place award for painting in the Hudson Arts Alliance Annual Show. Origami artwork done by all students at Merriam School was exhibited at the Acton Memorial Library in April.

Two high school students were among 140 high school juniors selected to participate in Art All-State at the Worcester Art Museum in May. Art All-State is a weekend-long program for high school art students to work with practicing artists and their peers.

Technology

During the 2002-2003 school year Priscilla Kotyk, Director of Technology Integration and Instruction, and Steve Hall, Director of Information Technology, collaborated to create a cohesive department. With the completion of the new Parker Damon Building, which houses the Merriam and McCarthy-Towne Schools, and the renovated RJ Grey Junior High, they turned their attention to the high school building project.

The High School Building Project Technology Committee developed a plan for a new vision of technology integration for the high school. The plan was presented to the ABRSD School Committee and the High School Building Committee; both committees accepted the plan, which will be rolled out in coordination with the four phases of the building construction. This vision provides teachers and students with new technology for enhanced teaching and learning environments. New technology being introduced into the high school includes:

- fully switched network with gigabit backbone,
- wireless connectivity,
- cross-platform file sharing,
- improved server infrastructure,
- network and server management systems,
- multimedia classrooms (ceiling-mounted video projector connected to laptop/ desktop computer and DVD-VCR combo unit),
- laptop computers for teachers,
- wireless laptop mobile labs for students,
- digital language labs, and
- new Cisco Academy/CAD computer lab.

At the junior high school, teachers who attended the "Intel, Teach to the Future" summer workshop implemented their technology-infused curriculum units. Teachers may reserve the com-

puter lab or the wireless mobile laptop lab to do projects with their students. Information Skills class is taught as an exploratory for seventh-grade students.

At the elementary level, Cyd McCann, the Acton Public Schools Technology Integration Specialist, continued her work with teachers to develop technology-enhanced curriculum units that address the APS student technology benchmarks. In the spring of 2003, the elementary teachers were surveyed to assess the extent to which students were given the opportunity to learn technology skills as specified in the benchmarks. The survey results were shared, and the principals agreed to develop technology integration goal(s) for the 2003-2004 school year.

Technology staff members actively participate on two citizen committees. The Citizen's Technology Advisory Committee (CTAC2) advises the administration and school committees on matters related to the use of technology in the schools. The Joint Technology Advisory Committee (JTAC) is a committee of citizens and employees; it makes recommendations relative to the use of technology in the town and schools and what economy of scale, if any, could be achieved by cooperation in the area of technology by the schools and the town government. Citizens who would like to learn more about either of these committees should contact the Office of the Superintendent.

Summer School

The Acton-Boxborough Summer School runs a four-week elementary and six-week secondary program for students of Acton, Boxborough and the surrounding communities. Classes this past summer were held at the Parker Damon Building due to construction at the high school. The program is entirely self-supporting and offers a broad range of courses. While many students take courses for remedial purposes, more than 50% of the classes are elected for enrichment purposes. In 2003, a record number of 452 students attended the Summer School with 112 students, or 25% of the total enrollment, from other school districts. Director Bruce Oetinger, who oversees a staff of fifteen certified teachers and seven aides, runs the program.

K-6 courses: Reading, Mathematics, Language Arts (Writing Skills)

7-12 courses: Pre-Algebra, Elementary Algebra Part I SP, Algebra 1 CP, Algebra I AE, Geometry CP, SAT I and II Math Review, Junior High English, English 9/10, English 11/12, Writing Skills, Creative Writing, SAT I and II English Review, Biology, Earth Science, Chemistry, French I, French II, Spanish I, Spanish II, U. S. History, World History, and Physical Education.

Office of Development

The Office of Development is now in its ninth year of providing system-wide service. This office was established in response to the growing need to seek additional funding as a

supplement to the appropriated budget. In addition, the Office of Development helps to support the activities of the Faculty Externship Program.

The Acton Public and the Acton-Boxborough Regional School Districts, together with their many partners, have been responsible for the creation of highly-entrepreneurial achievements in curriculum and instruction, community education, professional development, services for children with special needs, and school-to-career initiatives – to name only a few. They have also established strong and supportive partnerships of trust with the greater learning community – businesses, higher education, social service agencies, museums, chambers of commerce, and other public school districts, as well as parents and students. It is, therefore, a central goal of the Office of Development to create a seamless alliance among the many constituencies in the learning community. In doing so, a new synergy is generated and thus becomes the basis upon which supplemental funding is procured.

Grantsmanship: In response to the growing need to seek alternative and supplemental funding, grantsmanship activities continue to grow within the Office of Development and our individual schools. The Grant Writer's responsibilities include the establishment and development of new relationships with individuals, private businesses, foundations and corporations, as well as state and federal government agencies, which may become potential sources of supplemental funds.

Faculty Externship Program: Since 1989, the Faculty Externship Program has provided a unique and alternative professional development opportunity for teachers and administrators. Teaching professionals in the workplace are discovering not only the basic skills sought by employers, but the thinking skills and personal qualities as well. It is a model for education-business collaboration and was winner of the MA Board of Education's Exemplary Partnership Award in 1990. Although there were no externship placements during the 2002-2003 school year, our business connections continue to be established and opportunities pursued.

Community Education

The Community Education office is located in the Administration Building, 15 Charter Road. Its staff organizes, staffs and directs the following programs and activities.

Day and Evening Classes: More than 1,100 classes are offered yearly for children, teens and adults. Classes and other programs are listed in *INTERACTION*, the Community Education catalog that is mailed four times a year to over 21,000 area homes. More than 12,000 persons enroll in classes each year.

Extended Day Program: Serving 225 Acton families and 80 Boxborough families, Extended Day offers quality before- and after-school care for children in grades K-6.

Preschool Program: Located at the Administration Building, the Community Education Preschool is the laboratory for the Child Development course. Completely funded and staffed by Community Education, the Child Development/Preschool course awards seven credits toward graduation. Preschool has a total enrollment of 52 (22 three-year-olds on Tuesday and Thursday; 27 four-year-olds on Monday, Wednesday and Friday).

All-Day Kindergarten Program: Community Education administers the business affairs of the all-day kindergarten program at Douglas, Conant, Gates, McCarthy-Towne and Merriam Schools.

Summer Day Program: Located at the Administration Building, this program offers three two-week sessions of summer activities to more than 300 children in grades 1–6. Also provided is a Preschool summer program for four- and five-year-olds, vacation programs (offering enrichment activities and day care during school vacations), and many short sport clinics.

Youth Basketball League: Offering 12 weeks of coaching, practice and league play to more than 900 boys and girls in grades 3 and up, the league is staffed with more than 100 paid and volunteer coaches, timers, and referees. Community Education runs clinics for referees at no charge.

Driver Education: Community Education runs a Registry-approved driving school, offering classroom and on-road training to 280 students annually.

Pool & Field house Programs: Located at ABRHS, the Pool & Field house Program consists of family open swim and open gym times for basketball on the weekends. Also offered in this facility is a full Red Cross Swim Program on Saturdays, a youth swim team, master's swim, morning and evening lap swim, and water exercise classes. Swim activities have not been conducted in the summer due to the high school building project.

Community Education also conducts classes and schedules drop-in times for the public in the Fitness Center located at the Administration Building.

Scheduling of School Fields: Little League, Pop Warner and Youth Soccer, as well as individuals, businesses and community organizations, receive permits for school field use through Community Education. Fees charged are returned to the schools' Facility Department for field maintenance.

Scheduling Use of School Buildings: All evening, weekend, holiday and vacation use of the seven school buildings is scheduled through Community Education.

Community Education receives no funding from the school districts or town and runs all programs on a self-sustaining basis. Moneys are returned to the following for use of space and equipment – AV, Director of Technology, Physical Education Department, Art Department, Facilities, and the Central Office.

For more information about Community Education and the programs it offers, call (978) 266-2525.

Facilities and Transportation

In addition to normal maintenance projects, the school districts were involved with numerous summer activities.

At the Conant School summer projects included refinishing the gym and stage floor and painting several classrooms. At Gates the kitchen, library, gym and several classrooms were repainted, and the stage and gym floors were refinished. Douglas School had extensive electrical work; several classes were painted and the stage and gym floors were refinished.

Considerable time and energy were devoted to closing out the Junior High projects. The High School project was off to a strong start with completion of the west wing (science/math) on schedule.

In Conclusion

This report demonstrates that the Acton Public Schools and the Acton-Boxborough Regional School District are complex organizations. Nonetheless, the districts possess a clear mission and vision. The school system is fortunate to possess a dedicated staff, who make a habit of constant self-reflection and, as resources allow, of renewal.

Our students, teachers and administrators continue to perform at high levels – academically, athletically, artistically, personally and professionally – and so the Acton Public and Acton-Boxborough Regional School Districts maintain a reputation that attracts people to the communities and to our schools. It is our intention to continue to provide the best possible education to the communities and to seek continued financial and moral support for this very important endeavor.

The Towns of Acton and Boxborough have a great investment in the schools since the schools serve the communities' youth and adult populations through public schooling, Community Education, and as a center for much community activity. This is a win-win situation for both the Towns and the schools that we want to maintain for the future.

William Ryan
Superintendent of Schools
On Behalf of the School Committees

MINUTEMAN REGIONAL SCHOOL COMMITTEE

Charles Olmstead of Acton	Rosalie Barton-May of Lancaster
Dr. Erin Phelps of Arlington	Marjorie Daggett of Lexington
Joseph White of Belmont	Kemon Taschioglou of Lincoln
Stephen Koral of Bolton	Jeffrey Stulin of Needham (Chairman)
Donna Corey of Boxborough	Alice DeLuca of Stow (Secretary)
Nancy Weiss of Carlisle	Atty. Paul Lynch of Sudbury (Vice-Chair)
Dr. Phillip Cheney of Concord	Mary Ellen Castagno of Wayland
Frank Gobbi, Jr. of Dover	Mary Shaw of Weston
Student Representative – Samantha Siegel of Arlington	

After several years of dedicated service, three members left the Regional School Committee in 2003. The entire Minuteman Regional School District thanks James Ford of Carlisle, Colin Young of Lincoln and Betsy Connolly of Wayland for their years of service and leadership.

Class of 2003 Graduate Achievement Highlights

- 91% of the Class of 2003 graduated into either college or employment in their field of study.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Cosmetology graduates passed the state board examination.
- 100% of Early Childhood Education graduates were fully certified by the State Office for Child Care Services.
- Medical Occupations graduates achieved 100% placement in either college or a job in the field.
- Science Technology graduates achieved 94% placement in either college or their field of study with 100% of biotechnology and electromechanical engineering students attending college.
- Commercial & Human Services graduates achieved 93% placement rate in either college or their field of study with 67% attending college.
- Construction-Trades graduates achieved 97% placement rate with 17 of 47 enrolled in college and 29 of 47 entering the workplace in their field of study.
- Hannah Leahy, a Biotechnology Academy student from Needham, was honored as an Outstanding Vocational Student of the Year by the Minuteman Regional School Committee, the Massachusetts Association of Vocational Administrators, the State Board of Education and State Commissioner of Education, Dr. David Driscoll.

- Kelsey Byers, a Biotechnology Academy student from Sudbury earned a national second place in the prestigious Presidential Scholars Program.
- Student speakers at the Class of 2003 graduation ceremony were Valedictorian Kelsey Byers of Sudbury, Salutatorian Hannah Leahy of Needham and Class President Christopher Traganos of Lexington.

Class of 2003 Graduates from Acton

Jillian Ayers	Culinary Arts
Marina Berman	Biotechnology Academy
Alexander DeYoung	Electrical Wiring
Erik Kornfield	Computer Programming
Carl Louton	Computer Programming
Julia Nadler	Culinary Arts
Brandon Reis	Welding
Joseph Sexer	Electronics & Telecommunications
William Shay	Drafting & Design Technology

Hannah Leahy of Needham – Outstanding Student of the Year

Hannah Leahy, a Biotechnology Academy major from Needham, is the daughter of Kathleen and William Leahy. Hannah has excelled in academics, her technical program of study, sports, and has been active in extracurricular activities. She graduated ranked second in her graduating Class of 2003. Senior year, Hannah held the positions of Student Council Vice-President of the National Honor Society, Starting Forward on the Conference Champs Girls Basketball Team, active in Minuteman's SADD Chapter, student leader for the "Walk for Hunger" and is the organizer of the student-faculty campus recycling effort. Hannah has brought honor to her family, community and school throughout her high school years through student activism and leadership both on and off campus. She recently was awarded the Gold Award in the Girl Scouts of America, the organization's highest achievement, and is active in her church youth group and the Amateur Athletic Union's girls basketball league traveling New England. Hannah also has solid musical talent and with Minuteman not having a marching band, she played trombone on the Needham High School Marching Band for four years. Over the past two summers complimenting her biotechnology studies at Minuteman, Hannah was studying science and chemistry and exploring medical careers at the University of Akron, Ohio and the University of Louisville, Kentucky. In addition to these pursuits, Hannah participated in a "Women in Technology" program between Minuteman and BAE Systems in Lexington studying engineering, weather forecasting and long-range surveillance technologies. She has also been an outstanding and always willing student ambassador assisting at various school functions including freshman orientation programs, school Open Houses and 8th grade tour programs. Hannah was accepted to fifteen colleges around the country and she is currently enrolled at Wooster College in Ohio majoring in biochemistry with later plans to earn a Masters degree and a PhD in molecular biology.

and genetics and envisions a career in medical research hoping to make her mark by helping find cures to some of the world's most devastating diseases.

Academic Division Highlights

- Minuteman Regional High School sophomores tied for second place in Massachusetts among regional technical schools on MCAS test performance.
- Forty-five students took advantage of college level pre-calculus and calculus courses under an articulation agreement with Middlesex Community College.
- Kelsey Byers of Sudbury earned national fourth place in the technical math competition at the Skills USA-VICA National Math Meet held in Kansas City, MO in June 2003.
- Minuteman students on the Math Team competed strongly at all levels against academically diverse groups of area schools finishing the year ranked in first place in the state vocational conference.
- A Latin course was expanded to serve the growing number of students interested in medical careers, biotechnology and science.
- A freshman seminar course is being taught on-line with students receiving training in Internet research, writing skills, software application usage and time management.
- The Minuteman Players, the school's drama students, produced and performed a full production of Ray Cooney's British farce, "It Runs in the Family".
- The Special Education Department teamed with mainstream teachers to help students achieve one of the highest levels of special education MCAS "pass" scores in the state.
- Faculty members from English, Guidance, Social Studies and several vocational fields developed Character Education curriculum for use throughout the school.

Science & Technology Division Highlights

- The Biotechnology Academy was designated an outstanding high school program by the National Center for Career and Technical Education at The Ohio State University in conjunction with the U.S. Department of Education, Washington, DC.
- The Biotechnology Academy formed a new partnership with Harvard University Molecular Biology Laboratory and Children's Hospital and introduced three new components into its curriculum, namely bioethics, cell graphing and forensic science.
- The first state-approved high school pre-engineering program entered its fourth year. Minuteman in articulation with the University of Massachusetts initiated college level engineering courses on Sat-

urday mornings to serve students from local high schools.

- Electromechanical Robotics students George Smith of Boston and Ryan Lynch of Medford took National Third Place in Skills USA-VICA National Competition on Team Robotics and Automation held in Kansas City, MO in June 2003.
- The Computer Programming Department expanded its partnership with CISCO in designing a new networking course, the first step for students intending to become a networking engineer.
- Environmental Science students working with the Bolton Conservation Commission developed and implemented a vernal-pool monitoring plan that included creating a public information brochure to help educate local homeowners on the subject.
- Many new business/industry projects were achieved, including Verizon supporting after-school technology training for middle school students, Cognex Corporation of Natick providing weekly on-line interactive training on Visions Systems, GTE helping with new physics units for biotechnology, the Northeast Center for Telecommunications providing grant assistance and a \$80,000 gift from Adept Robots for the Electromechanical Engineering/Robotics program.
- The Environmental Technology students were active in numerous off-campus service projects for such agencies as the MWRA, Cambridge Water Department, Bolton Conservation Commission, Sudbury Valley Trustees, Massachusetts Division of Fisheries & Wildlife, U.S. Department of Fish and Wildlife and the Northeastern University Marine Biology Research Laboratory, and the United States National Park Service, Minuteman National Historic Park.
- Minuteman staff members are active and taking a leadership role in working with the Department of Education in developing the vocational Certification of Occupational Proficiency (C.O.P.). They include Maryanne Ham serving as state chair for Office Technology, George Taliadouros as state chair for Engineering and Richard Caruso as state vice-chair for Telecommunications.

Construction – Power Mechanics – Building Trades Division Highlights

- The Automotive Technology Department won the industry's Most Outstanding Automotive Program in Massachusetts award for the fifth year in a row.
- Students in Carpentry, Electrical Wiring, Plumbing and HVAC completed construction of the three-bedroom colonial home for the Lexington Housing Authority in partnership with the Lexington Rotary Club.
- Carpentry and Drafting students designed and constructed classroom improvements for the Brooks Elementary and Middle School in Lincoln.

- The Drafting & Design Technology students completed plans for a large garage to be built by Minuteman's construction students in Lexington.
- Student teams completed the reconstruction – from design to construction and installation of the historic cannon stands for the Town Common in Belmont.
- The Automotive Technology program earned the top honors 5-year recertification through the National Automotive Technical Education Foundation (NATEF).
- The Automotive Collision Repair Program also earned the NATEF certification.
- The Landscape Management Department won several awards again, including their sixth consecutive First Place at the Annual New England Flower Show in Boston.

Commercial & Human Services Division Highlights

- The Child Development Center and the Early Childhood Education Department was recertified by the National Association for the Education of Young Children. Many commercial centers do not receive this certification for excellence and good practice in curriculum implementation.
- In Retail Marketing & Management, the three-student team of Jenna DeBye of Woburn, Quinten Ferebee of Acton and Natasha Williams of Arlington placed first in state level entrepreneur competition among Distributive Education students. Another student, Diego Perriera of Malden won first place in the annual Massachusetts School Bank Association's annual essay contest. Both contests were held at the Federal Reserve Bank in Boston.
- Students also hosted their annual "Breakfast with Santa" fund-raiser for Children's Hospital of Boston. Through this effort over the years, Minuteman students have donated more than \$10,000 to needy children.
- The Culinary Arts Department is preparing to become a certification site by the American Culinary Federation, due to be awarded in June 2004.
- For the second year in a row, Culinary Arts students won first-place in the annual culinary competition at Newbury College and in so doing earned \$7,000 in scholarships for enrollment at Newbury College.
- Graphics Communications students Jessica Fernandes and Theresa Fortillus of Cambridge earned second and third place, respectively, in a New England-wide poster design sponsored by the Printing & Publishing Council of New England.
- As a community service project, a team of junior Graphic Communications students worked with the Lahey Clinic in designing and printing a 2004 calendar incorporating artwork drawn by elementary age students who are patients in the "young hearts" clinic.

- For the second year in a row, Jane Tang of Acton, a Culinary Arts Baking student won National First Place in the Skills USA-VICA skills competition held in Kansas City, MO in June 2003.
- Kerry Meister of Arlington, also a Culinary Arts Baking student, won the silver medal – National Second Place – in the Skills USA-VICA national competition held in Kansas City, MO in June 2003.

National Honor Society

The Minuteman Chapter of the National Honor society proudly served the school and the community with thousands of volunteer hours maintaining a solid and diverse membership while inducting twenty-four new members, including Acton students Daniel Castro (Graphic Communications) and Rachel Ossmann (Biotechnology Academy).

Overall School Highlights

- A new Freshman Exploratory program was designed and implemented as a means to ensure that members of the Class of 2007 have a full opportunity to experience each of Minuteman's twenty-three technical programs before choosing a major. This new exploratory program runs half of grade 9 and allows students to develop a better understanding of their talents and interests while exposing them to diverse careers.
- Minuteman Regional High School proudly served as one of the three Host Sites for the 2003 state Skills USA-VICA competitions providing students from across the state with competitive challenges in areas ranging from technical math and computer programming to HVAC and welding to architectural drafting and electromechanical engineering and robotics.
- Sam DeLuca of Stow, a junior in the Biotechnology Academy, was a presenter at Harvard University's Junior Science Symposium at Harvard Medical School.
- New and/or updated college articulation and advance credit agreements with numerous top colleges in 26 different career areas.
- Minuteman's School to Careers Partnership has formed a Minuteman Business/Education Alliance with direct or association representation of approximately 1,700 companies. This will allow Minuteman Regional High School to facilitate communication and cooperative student-employer projects and internship opportunities involving each of our district's fifteen participating high schools.
- Community Education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs

and camps, provided to member town residents continued at one of the highest participation and success levels in the state.

- The Facilities Management Department completed major campus renovation and facility improvement projects including conversion to gas heating, upgrading athletic fields, and major renovation of the school's swimming pool.
- Numerous staff development efforts focused on obtaining national rather than just state certification in graphics & digital media, culinary arts, and collision repair (ASE).

Minuteman Named 1 of Top 50 High Schools That Work in US

Minuteman Regional High School was named one of the Top 50 schools in the High Schools That Work network of approximately 1,100 schools in 27 states across the country. Minuteman was the only school in Massachusetts selected for the National Top 50 recognition.

"The top 50 sites were chosen based on the performance of their students on the past two grade 12 National Assessment Educational Project-based assessments and evidence that the schools have implemented the ten key practices of High Schools That Work," wrote Massachusetts Commissioner of Education David P. Driscoll in a letter of congratulations to Minuteman Superintendent Dr. Ronald Fitzgerald. "This honor is well deserved," Commissioner Driscoll added.

Dr. Fitzgerald commended the students and the staff for their dedication and hard work. "Many of the key practices of HSTW underline improving students' academic skills and increasing their opportunities for career exploration and further education. This is in line with what we do every day. Our staff has set high expectations for themselves and their students, and our students respond positively."

The top 50 schools were cited for more fully implementing the ten key practices of HSTW than other schools in the network. "The top 50 schools have attached themselves to a new vision that says most students can learn difficult materials if we get school and classroom practices right," said Gene Bottoms, keynote speaker at the organization's annual conference this summer. Bottoms is director of the Southern Regional Education Board's High Schools That Work program and a former executive director of the American Vocational Association.

"At the heart of why the top schools have made greater progress in improving student achievement than have the low implementation schools are the differences in what is taught, how it is taught, what is expected of students and how teachers, students and school leaders relate to each other." Bottoms said that schools can raise expectations and achievement by deciding to teach all students what only the "best" students have been taught

in the past and by supporting teachers in learning how to do it. "High-implementation schools have gone further in unlocking themselves from past practices of teaching to different standards for different groups of students. At top schools, more students do homework, complete a senior project, meet standards on an end-of-course exam and do more reading outside of class."

Dr. David Form – Massachusetts Biology Teacher of the Year

Dr. David Form, a Biotechnology Academy instructor at Minuteman Regional High School was named the 2003 Massachusetts Biology Teacher of the Year by the National Association of Biology Teachers. He recently traveled to Oregon to receive his award at an educators' reception, along with honorees from the other 49 states, Puerto Rico and four Canadian provinces.

Criteria for selection included innovation and sharing of information through community interaction. In addition to teaching Biotechnology at Minuteman Regional High School for the past eight years, Dr. Form teaches a course in bioinformatics at Boston University and is developing a course for high school science teachers through the Whitehead Institute to introduce them to bioinformatics, a strategy of using computers and Internet sources to acquire, analyze and compare genes and proteins.

His award was given "in recognition of excellence in the teaching of biology and service to the profession, as determined by an official committee of the Association," according to the plaque he received. "Dr. Form had been previously nominated for the state-wide and national honor, but with such diverse competition he was originally passed over", said William Callahan, principal of Minuteman Regional High School. "However, we know the quality of Dr. Form's teaching and again endorsed his designation this time inviting the national biology panel to visit Minuteman", Callahan recalls. When he was nominated the second time, members of the National Association of Biology teachers review panel came to the Lexington campus to interview Dr. Form, his peers and students and to observe a class. "After their visit to our vocational school the award was granted", Callahan noted concluding that, "Dr. Form is truly deserving of this recognition and everyone at Minuteman is proud of his achievement."

"We teach biology using biotechnology as a way of making biology real," Form affirms. Evolution, merging diseases, DNA research, botany and genetics are a few of the many areas students are interested in and are covered in-depth in the Minuteman curriculum. "Our students do a lot of research and lab work that is inquiry based," he adds, "thus demonstrating their ability to strive in a hands-on environment. Biotechnology is part of the new wave of vocational education."

Dr. David Form has an extensive and well-respected background in the fields of biology and biotechnology. Presently he sits on the Biomedical and Clinical Sciences Advisory Board

at Boston University School of Medicine, the Biotechnology Advisory Board at Middlesex Community College, the Education Committee of the Massachusetts Biotechnology Council and the Museum of Microbial Life at Boston University School of Education. Prior to Minuteman, Dr. Form was employed as a Researcher at the Education Development Center in Newton, a science teacher at the Cambridge School of Weston in Weston, a Researcher at Boston University School of Medicine, Yale University School of Medicine, the University of Wisconsin and the Frederick Cancer Research Center in Maryland and a chemist at Boston's Collagen Research Laboratory. In addition to being published numerous times in professional journals, he holds his Doctoral and Masters Degrees in Biology from Yale University and his Bachelors of Science in Biology from State University of New York.

**MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT
OPERATING FUND
COMPARISON OF BUDGET TO ACTUAL FOR FY03
(YEAR ENDING JUNE 30, 2003)
(UNAUDITED)**

REVENUES	FY 02 ACTUAL	FY 03 BUDGET	FY 03 ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
District Assessments	\$7,252,023	\$7,497,855	\$7,497,855	\$-	\$-
Chapter 70 Aid	\$2,557,038	\$2,557,038	\$2,530,950	\$-	(\$26,088)
Current Tuition	\$-	\$279,289	\$304,528	\$-	\$25,239
Transportation Reimb.	\$959,806	\$778,747	\$800,334	\$-	\$21,587
Choice	\$317,019	\$592,598	\$592,598	\$-	\$-
Other Program Income	\$321,685	\$250,971	\$230,233	\$-	(\$20,738)
Certified E & D	\$84,697	\$15,185	\$15,185	\$-	\$-
Prev. Year's Tuition	\$2,945,017	\$3,701,837	\$3,701,837	\$-	\$-
Total	\$14,437,285	\$15,673,520	\$15,673,520	\$-	\$-
EXPENSES					
Building Trades	\$76,059	\$91,494	\$67,015	(\$636)	\$23,843
Commercial Services	\$18,123	\$22,695	\$15,169	\$-	\$7,526
Electronics	\$35,769	\$37,579	\$29,602	(\$190)	\$7,787
Graphics	\$59,034	\$76,079	\$64,068	\$7,874	\$19,885
Health Instruction	\$24,716	\$24,575	\$20,105	\$-	\$4,470
Metal Fabrication	\$34,536	\$35,229	\$28,592	\$-	\$6,637
Power Mechanics	\$17,253	\$17,200	\$11,072	\$-	\$6,128
Technology	\$80,323	\$88,232	\$79,199	\$382	\$9,415
Aftsch Program	\$13,674	\$14,820	\$12,938	(\$665)	\$1,217
Regular Occupational	\$2,386	\$4,485	\$4,068	\$-	\$417
Special Trades	\$26,957	\$30,449	\$26,595	\$442	\$4,296
Safety	\$10,958	\$15,150	\$12,834	\$-	\$2,316
Communications	\$38,106	\$41,073	\$33,817	(\$25)	\$7,231
Human Relations	\$12,625	\$21,532	\$14,738	(\$1,200)	\$5,594
Math	\$49,471	\$43,800	\$39,778	\$18	\$4,040
Science	\$65,599	\$68,490	\$51,223	\$-	\$17,267
Physical Education	\$4,724	\$7,000	\$1,328	(\$50)	\$5,622

REVENUES	FY 02 ACTUAL	FY 03 BUDGET	FY 03 ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
Athletics	\$111,915	\$103,330	\$88,333	\$-	\$14,997
Business Instruction	\$422	\$4,525	\$4,257	(\$399)	(\$131)
Foreign Language	\$11,696	\$18,800	\$9,610	\$-	\$9,190
Art	\$5,591	\$8,225	\$4,601	\$-	\$3,624
Music	\$92	\$400	\$250	\$-	\$150
Alternative Education	\$11,553	\$10,000	\$-	\$-	\$10,000
Instructional Resources	\$75,490	\$84,564	\$80,836	\$1,518	\$5,246
Pupil Support	\$41,947	\$54,072	\$66,897	\$14,576	\$1,751
Principal	\$90,425	\$95,050	\$83,660	\$3,705	\$15,095
Vocational Coordinator	\$5,748	\$6,885	\$6,838	\$-	\$47
Computer Services	\$14,151	\$31,900	\$8,152	\$4,369	\$28,117
Dean	\$3,087	\$3,620	\$2,650	\$-	\$970
District Programs	\$122,159	\$261,490	\$262,554	(\$19,014)	(\$20,078)
Legal Fees	\$67,478	\$28,760	\$36,190	\$-	(\$7,430)
Audit Fees	\$43,000	\$47,000	\$45,000	\$-	\$2,000
Superintendent	\$6,199	\$6,794	\$5,128	\$-	\$1,666
Plan/Academics	\$41,998	\$42,300	\$46,444	\$649	(\$3,495)
Business Office	\$16,648	\$43,720	\$19,594	\$-	\$24,126
Risk Insurance	\$168,631	\$222,230	\$193,062	\$-	\$29,168
Retire/Employee Bnft	\$1,264,460	\$1,479,663	\$1,469,429	\$24,110	\$34,344
Transportation	\$1,067,811	\$1,055,885	\$1,048,873	\$-	\$7,012
Cafeteria	\$4,760	\$7,850	\$7,536	\$-	\$314
Oper & Maintenance	\$799,485	\$1,048,900	\$1,069,250	\$67,313	\$46,963
Equipment Purchases	\$149,910	\$250,000	\$249,696	\$500	\$804
Debt Management	\$-	\$-	\$-	\$-	\$-
Salaries	\$9,363,338	\$10,117,675	\$10,120,341	\$11,590	\$8,924
Total	\$14,331,307	\$15,673,520	\$15,441,322	\$114,867	\$347,065
Excess Revenue	\$105,978	\$-	\$232,198	\$114,867	\$347,065

ACTON MEMORIAL LIBRARY

The past year has been one of change and accomplishment for the Acton Memorial Library. Trustees have been working to enhance the community access to the special collections and Library services. This has been the Library's first full year under the directorship of Marcia Rich, who has brought a new perspective to Library operations.

It is the stated policy of the Trustees, in this time of budget cuts, to minimize the cuts in services for our patrons while maintaining state certification. The FY 04 budget cut the equivalent of one full time employee (FTE) from the Library. This cut was reflected in a reduction in Library hours: closing the Library at 5 PM, instead of 9 on Thursday evenings, and cutting Saturday summer hours. These changes enabled the Library to maintain state certification and participate in the distribution of state funds. The reductions, while impacting services, had a greater impact on staff whose hours, and therefore their pay, were reduced. The Trustees appreciate the professional manner the staff took in absorbing the FTE cut. The Library exists to serve our patrons and despite the loss of hours, the circulation and facility use continues to grow.

As we look forward to the building of the FY 05 budget, the Trustees have directed Marcia Rich to keep the Library hours the same and reduce the materials budget by approximately \$18,000. It is hoped that this reduction will be filled by the generous donations made by patrons to the Acton Memorial Library Foundation and to the Friends of the Acton Libraries.

Growth In Circulation In FY 03, the Adult and Young Adult Department circulated 191,854 materials (9.75% increase) and the Children's Department circulated 201,475 materials (5.1% increase), for a total of 393,329 materials (an overall increase over FY 02 of 7.4%). Meeting room use totaled 605 (a 27.9% over FY 02). The Library's holdings as of June 03 was 112,923 (a 9.8% increase over FY 02).

Changes in the Board With the 2002 retirement of two Corporate Trustees, Henry Hogan and Ray Shamel, faces on the Board also changed. Frank Joyner, an elected Trustee who had served for five years, was nominated to corporate status. Mildred Jarvis, who served as clerk for 10 years on The Acton Memorial Library Foundation, was appointed to the second Corporate seat. In the March Town elections, Stacey Liberty won the seat vacated by Frank Joyner. Stacey holds a MLS and has been active in the school libraries. In intra-board elections, David Barrat was reelected as president, while Tom Dunn became vice president and Stacey Liberty, clerk. Individual Trustees have undertaken special responsibilities for various projects.

Civil War Archives Dennis Ahern, Tom Dunn and Frank Joyner have been working on the Library's collection of Civil War archives. The goal is to develop an exhibition in the 1890 building where the artifacts will be on view. Tom and Dennis,

with the help of Marcia Clark, have applied for grants from the National Endowment for the Humanities and the Community Preservation Act. Dennis has developed extensive lists of Acton's Civil War veterans and spent countless hours researching pay vouchers, discharge papers and genealogy information to extract the relevant information. Dennis is in the process of making all of his very detailed and extensive research information available in binders in the Library and some limited information is available on the Library's website.

Website Robert Ferrara, Dennis and Tom have worked on the project of website development. Tom acted as editor while Bob and Dennis were involved with the technology required. A completely revamped website is now operational. The address is: www.actonmemoriallibrary.org. Bob is currently serving as webmaster for the site. The site includes an events calendar for all Library activities and meeting room usage and is readily accessed on all Library computers, as well as from home.

Art Exhibits Ann Chang works with Kay Hartung, a local artist and former member of the Arts Council, to manage the art exhibitions hung in the Library's meeting room. Every year a call is issued to artists from all over the Greater Boston area to submit slides for jury consideration. The slides are due on March 1. The work is then judged by a jury and the artist picked for the coming year. Care is taken to have a variety of media represented, and to recognize new talent. The roster for 2003 was:

Phyllis Hughes, landscapes in oil, January/February
Beth La Fleur, oil, March/April
Anne Recchia, watercolor, May/June
Marne Rizika, charcoal, September
Nancy Crasco, fiber, with poetry, October
Erik Hansen, photography, November
Barbara Lydecker Crane, quilts, December

Ms. Crasco and Ms. Crane each gave a talk on her work. The Acton Council on Aging had a special exhibition of water colors and oils during the summer months. In April, the Merriam school had an origami exhibition on the second level.

Pine Hawk Robert Ferrara has joined others from all over Acton as founding members of the Friends of Pine Hawk. The goal of this group is to better understand and publicize the archeological and human story behind the great treasure trove of Native American artifacts discovered at the "Pine Hawk" site in South Acton during the excavation for the new sewer treatment plant. An extraordinary record of Native American habitation was uncovered, a record extending back over 7,000 years. This year the Friends of Pine Hawk created a website, linked to the Library's, and sponsored a variety of activities during State Archeological Week in October. Director Marcia Rich worked with Jonathan Landsman from the schools on a grant and the presentation of the information to the school children. Health Director Doug Halley also participated in the presentations.

With help from a grant from the Acton-Boxborough Cultural Council, the group is developing educational materials for the schools and Library.

Oktoberfest David Barrett, Mildred Jarvis, Dennis, Bob and Ann all worked at the Library's information for the annual West Acton Oktoberfest celebration. The tables displayed information about the Library, Pine Hawk, Civil War archives, the Friends of Acton Libraries and the AML Foundation. The Foundation developed a guessing game: how many books are there in the Library? which was a magnet for many of the children.

Trust Funds Mildred Jarvis and Brewster Conant have been working on improving the transparency for the Library's, and in turn the Town's, trust funds. One goal is to have the annual Town Report contain a substantial trust fund report to inform citizens about their existence and purpose. Another is to develop a periodic report for the Trustees that tracks individual Library trust fund income and expenditures so that the Trustees can be assured that the funds in their care are being spent in accordance with the wishes of the donors.

Facilities Use In light of the alarming hate crime incidents in other Massachusetts towns, the Trustees have rewritten the facilities use policy after meeting with Police Chief Frank Vidmayer. The revision, written and edited by, Marcia Rich, Tracey Liberty, Frank Joyner and Tom Dunn, passed through many iterations, was approved by the Trustee Board and is being reviewed by Town Counsel. The final policy will make the use of the Library's meeting and conference rooms more complex. However, after the initial application form is on file, the process for subsequent use will be much the same.

Grants The reference department applied for and received state competitive grant for \$20,000 to expand the Chinese collection, support staff training and purchase materials to help new immigrants understand American culture. Head Reference librarian Susan Paju formed a committee and worked within the Acton Chinese community to get the grant and now is working to supply the necessary materials. This grant marks a departure for the Library in providing a service for a defined group of Library users. Other grants included a Cooperative Cultural Council grant in conjunction with the Discovery Museum for children's programs and the Acton Boxborough Cultural Council granted money for, a children's storyteller, the 2004 Creeley award and the Pine Hawk activities. The Library was a participant, along with the other Town departments, in the Northwest Suburban Health Alliance to help build youth self-esteem.

Literary Arts Program A standing room only crowd packed Room 204 in Town Hall on April 30, 2003 to hear nationally renowned poet, short-story writer and political activist, Grace Paley read and discuss some of her poetry. Earlier in the day, Ms. Paley and Mr. Creely met with students and teachers in the high school to discuss poetry and its creative process. The evening concluded with Ms. Paley being presented the Creeley Award,

consisting of a plaque and the opportunity to spend \$500 selecting books to be added to the Library collection. This practice of giving a cash award to the poet, who then spends the money to select books for the Library, began with Robert Creeley's award in 2001 and has resulted in the addition of many additions to our collection, selected from the point of view of the poets. The spring poetry reading, tied into April (Poetry Month), is another featured event in the literary arts program. The fall reading is usually in November and tied to Veteran's Day. This year's November Creeley Day reading will feature Martin Espada.

The 2003 Creeley Day event was funded with contributions from the Friends of the Acton Libraries (who also support the fall reading), the Acton Memorial Library Foundation, the Acton Boxborough Cultural Council and the Georgia Whitney Fund. The 2004 event will be funded by the same organizations. Library trustees and staff want to thank these organizations for their generous support. They would also like to thank Acton resident and poet, Robert Clawson, who was the prime mover in bringing first-rate poetry reading to our town, and Susan Page, a member of the Acton Boxborough Cultural Council, who has contributed greatly since joining the library arts committee.

Staff Projects The daily operations of the Acton Memorial Library are in the capable hands of the dedicated and well-trained staff. An enormous amount of time was required to accept the changes in software from one Minuteman Library Network vendor to a new one. This task was accomplished with a minimum of interruption of Library services and our computers were fully integrated without having to shut down the Library.

Once again, the Summer Reading program, under the direction of the capable staff in the Children's department, exceeded all past records for participation. The Summer Reading program definitely surpasses its goal of encouraging children to read. For those who like to listen, the Library's story hours were always filled and many had waiting lists. Our readers, Lee Donohue, Catherine Drum and Mary Lou Nolan appear to have as much fun as the children.

The staff has continued to provide library use training for students from the upper elementary grades. In addition, there has been a greater push for Library/school cooperation. Teachers are invited to the Library to see what resources are available. The Library Director speaks to new teachers at their orientation and several staff and trustees participated in the Douglas School's Read Aloud to Our Students Day. In the Library staff frequently segregate books at the request of teachers who want the students to research particular projects.

The Large Print collection was moved to a more convenient location, with easier access bookcases, on the upper level. There is a computer workstation nearby equipped with a track ball which displays in large print.

The safe shelf program is an on-going projects where non-skid strips are put on the shelves to keep the books from falling behind the cases or, on the higher shelves, on patrons.

Hours of Operation The Library is a seven-day a week service most of the year (63 hours a week) and a six-day a week service through the summer months. No staff member is working full time. Many staff members work one night a week and every third Saturday.

Trustees

David Barrat, President
Thomas Dunn, Vice-President
Stacy Liberty, Clerk
Dennis Ahern
Ann Chang
Brewster Conant
Robert Ferrara
Mildred Jarvis
Frank Joyner

Staff

30-39 Hours/week: Marcia Rich, Ellen Clark, Susan Paju, Julie Glendon, Lee Donohue, Gloria Reid, Joy Hamel, Susan Callahan

20-29 Hours/week: Mary Katis, Stephanie Knowland, Pam Parenti, Eunice Gorman, Karen Anderson

10-19 Hours/week: Marilu Nowlin, Catherine Drum, Amy Spandano, Kaja Michaels, Elizabeth Leaver, Barbara Floss, Donna White, Helen Howell, Anshu Sood

Less than 10 Hours/week: Jan Flanders, Joanne Sullivan, Beth Safford, Kristine Adoph, April Mazza, Carol Landers, Polly Millen, Barbara Wolfenden, Pat Clifford, Maranne Allard, Karen Borg, Caitlin Churchill, Natalie Van Roggen

WEST ACTON CITIZENS' LIBRARY

For the Citizens' Library, 2003 was a very good year! The Library continued to expand its collection and welcomed an amazing number of new patrons who discovered the library for the first time. The Library also enjoyed a surge in circulation figures: numbers were up on the average of 11% to 12% each month.

In 2003, the Acton Arts League added to the Library's collection of passes with a year's worth of free tickets to the Museum of Fine Arts in Boston. In addition, the Library has passes to the Discovery Museums in Acton, Fruitland's in Harvard, and the EcoTarium in Worcester, all of which have been donated by the Library Auxiliary and the Suzi M. Pomeroy Memorial Trust Fund.

During the spring of 2003, Andrew Finley transformed the interior of the Citizens' Library, carefully painting all of the bookshelves in the Library's circulation area. Enhancing the Library's outside appearance this past year was the addition of a handsome new freestanding sign. The sign, a sure way to spot the Citizens' Library, was designed by Annette Lochrie and funded by the Library's Auxiliary.

The Citizens' Library continues to host the ever-popular Monday Tot-Time classes for children aged two to five. Led by Annette Lochrie, this program is for many young children their first introduction to the library and the world of books.

In addition to its town budget and grants from the state, the Citizens' Library also receives contributions from the Auxiliary, the Friends of the Acton Libraries, The West Acton Merchants, Business & Professional Association, and individual library patrons. For its day-to-day operation, the Citizens' Library relies on the dedication of its faithful volunteers.

As always, the Citizens' Library invites everyone to enjoy its outstanding collection of reading material — current best sellers, biographies, cookbooks, large-print books, travel guides, audio books, gripping tales of suspense, wonderfully wicked mysteries, and simply marvelous children's books. We look forward to seeing you! The Citizens' Library, located at 21 Windsor Avenue, is open Monday evenings from 5pm to 7pm and Tuesday through Friday from 10am to 5pm. For more information, please call (978) 264-9652.

Trustees

Robert Loomis, Chair
Virginia Rhude, Secretary
Peter Guilmette, Publicity

Librarian

Regina Tischler

CULTURAL AND HISTORICAL ACTIVITIES

ACTON BOXBOROUGH CULTURAL COUNCIL

The calendar year 2003, once again, brought serious financial challenges to the Acton Boxborough Cultural Council along with the rest of the arts communities. This year the Acton Boxborough Cultural Council allocation for our fall grant cycle was level funded from the Massachusetts Cultural Council. This allocation, while level funded, was the second year that we received an approximately 62% reduction in our MCC allocation due to the continued devastating budget cuts the State made in the MCC budget. This year many other financial resources were unavailable to us as well. The Town of Boxborough continued our \$1000 Budget Line Item, but the Town of Acton reduced our Warrant Article from \$5000 to \$1000, an 80% reduction in funding. ABCC continues to be pro-active in our search for alternative funding sources, but it is getting more difficult. Funding from the MCC Matching Incentive Program was not available again this year due to the Commonwealth of Massachusetts budget cuts in the FY '03 MCC funding.

In addition to our ongoing fall grant administrative duties we produced two very well received community arts events during 2003. We sponsored and produced two performances in Acton by "Five O'Clock Shadow," a vocal pop band popular with teens and young adults and an incredibly well received Cabaret Night, "Evening of Jazz with Semanya McCord" in Boxborough Town Hall. Who knew there were that many dancers in Boxborough?

The Acton Boxborough Cultural Council members are highly dedicated, diversely talented volunteers and enthusiastic, energetic arts advocates for Acton and Boxborough. The Massachusetts Cultural Council often holds up the ABCC as an example to other arts councils. Credit must be shared with Boxborough's and Acton's Board of Selectmen, the Administrations and taxpayers for their support of the arts! For the 6th year, Boxborough gave the ABCC \$1000 and Acton provided the ABCC, through a Warrant Article, \$1000 to be used by the ABCC for ongoing arts enrichments. We are extremely grateful and constantly acknowledge their support to everyone. We are grateful also for the physical support that the two Towns provide us with: meeting spaces, access to the town copiers and general support from our liaisons, Acton Selectman, Trey Shupert and Boxborough Selectman, Simon Bunyard.

We were again this year, the proud recipients of a nearly 4000 "in kind donation" of graphic arts design services by Boxborough resident Mr. Matt Tyndall of Tyndall Design for our production of "Five O'Clock Shadow" performance in May 2003. We are very fortunate to have such talented community members who recognize the value of the arts and are willing to contribute their time and energy to our programs.

In December 2003, Yin Peet, sculptor, presented her "Acton Quarry Sculpture Garden" vision to the ABCC. She asked for our support and endorsement. We are excited about the prospect of an ongoing Sculpture Garden open to the public and an arts and education facility that will provide lessons and classes in various art genre. We voted our unanimous support for Yin's project and will be working with her in her travels through the paperwork approval maze.

Funding for the following 2003 programs came from: remaining FY '02 and FY '03 Acton Funds and the FY '03 and '04 Boxborough Funds, some of our "joint" funds along with community donations to the AB Cultural Council.

- Five O'Clock Shadow – Two concerts at the RJ Grey JHS, enjoyed by approximately 900 residents from Acton, Boxborough & our neighboring communities. (Admission was charged.) (May 2003)
- Evening of Jazz with Semanya McCord in Boxborough Town Hall (Admission was charged.) (October 2003)
- Poetry Events Acton Memorial Library -- Acton (Free to public)
- Pied Piper, Potter -- Boxborough (Free to public)

Each fall, the ABCC is required to distribute our annual MCC allocation through a Grant Process.

The Massachusetts FY '04 Budget was announced and the ABCC grant allocation was \$4440. We included in our FY '04 Grant Cycle our rollover from previous grant cycle FY '02 of \$1719. For the FY '04 Cycle we did not withhold the allowed 5% of the MCC allocation and made the entire \$6159 available for the community members.

The ABCC has come a long way from just administering an annual grant cycle for the Massachusetts Cultural Council. We actively seek alternative funding and are acting as presenters for community arts events. We are a committee of ten members appointed by the selectmen of each community, but functioning as a single entity. Our goal is to increase our effectiveness as Art Advocates by supporting, promoting, organizing and presenting arts and artists in our communities.

The Arts are Essential.

We welcome feedback and suggestions from the community through surveys and word of mouth. We will be hosting a community input meeting and grant writing workshop in spring or fall of 2004; however, we encourage your calls at anytime.

2003 Acton Boxborough Cultural Council Members

Jean Butler, Chair	Acton
Mitzi Weil, Treasurer	Boxborough
Ann Budner	Acton
Nancy Gerhardt	Acton
Michele Holland	Acton
Rosie Latto	Acton
Rixin Li	Acton
Pat Myers	Boxborough
Susan R. Page	Boxborough
Elaine Sisler	Acton
Diane Hoff	Boxborough -- retired 7/1/03
Noreen Rowe, secretary	Acton -- retired 7/1/03
Susan Wiberg	Acton -- retired 1/1/03

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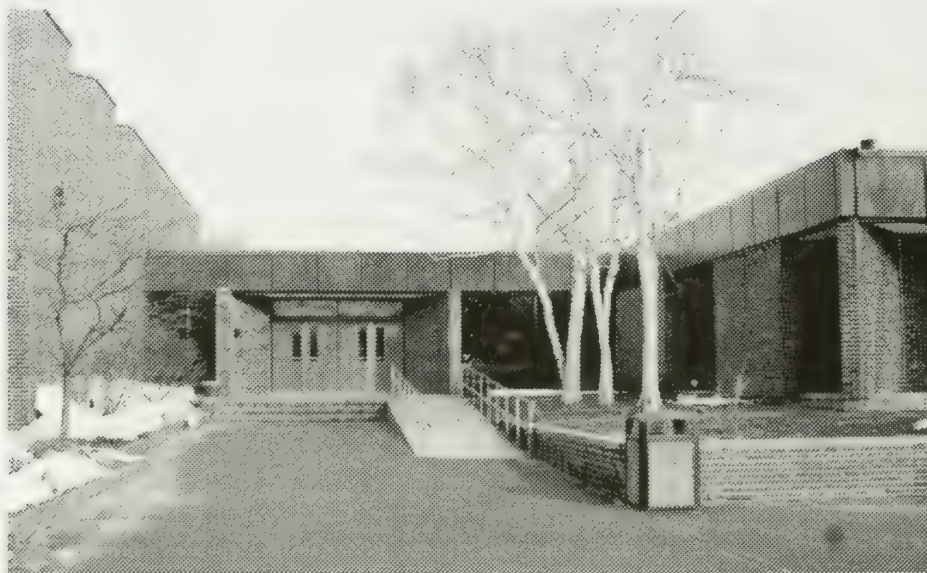
FY '04 Acton-Boxborough Cultural Council Approved Grants

Acton Community Chorus Concerts	\$175
Acton Memorial Library	
Poetry Reading	\$300
Acton Memorial Library Children's	
Tony Toledo, Storyteller	\$150

Blanchard Elementary School	
Eshu Bumpus, African Storyteller	\$500
Boxborough Grange #131	
Mini Minstrels	\$250
Friends of Pine Hawk	
Pine Hawk Past and Future	\$564
Gates Elementary School	
Museum of Fine Arts PASS	\$250
Golden Tones, Inc.	
Acton COA Music Program	\$100
Infant and Toddler Center	
Family Literacy Evening	\$325
Jameson, Scott	
The Magic of Communication Gates	\$250
Merriam School PTO	
Meet the Musicians	\$1,800
Merriam School PTO	
Plimoth Plantation	\$350
Meru Foundation	
Meru JHS Workshops	\$500
Sargent Memorial Library Children's	
Storyteller, Musician John Porcino	\$350
Sounds of Stow	
2003-4 Concert Season	\$200
The Discovery Museums	
Interactive Theater: Folktales East	\$95

Many well-qualified applicants were turned down due to lack of available funding.

Total Approved Grant Amount for Acton-Boxborough Cultural Council \$6159



Conant School

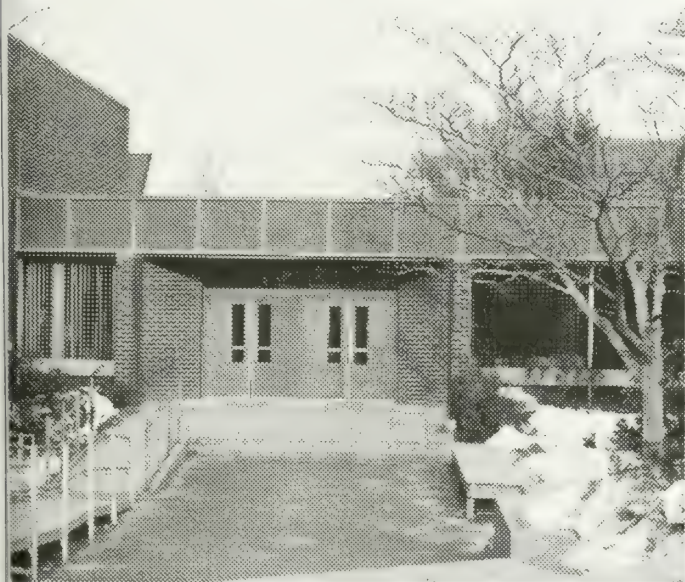
HISTORIC DISTRICT COMMISSION

Over the course of 2003, the HDC received 24 applications for certificates of appropriateness, 5 certificates of non-applicability were requested and issued, one denial without prejudice was granted, and one application was withdrawn. The approved projects included additions (3), demolitions (2), landscape/outdoor structures (5), gutters (3), window and door replacements (5), and signs (4). Ten certificates were issued for the South Acton District, nine for the West Acton District and five for the Acton Center District.

The historic district commission is in the process of posting documents relevant to the public on our town website. Applications and instructions, guidelines, and rules and regulations are available at our web address: www.acton.town.ma.us/hdc. Our email address is HDC@town.acton.ma.us. The HDC meets each month on the first and third Mondays at 7:30 PM in town hall (except for Monday holidays). The public is invited to attend our meetings.

Respectfully submitted,

Michaela Moran



Gates School

ACTON HISTORICAL COMMISSION

The objective of the Historical Commission is to protect and preserve the Town's historic character and assets, be they buildings, open spaces, landscapes, or historic districts. The Commission maintains the Cultural Resource List of significant structures in Town, and reviews any demolition of these structures through a public hearing process. The Commission can be a design resource to property owners who are remodeling older properties. The Commission also reviews and comments on proposed subdivisions with regard to the loss of stonewalls, cart paths, old quarries, or other historic elements of the landscape. During the review process, the Commissioners frequently walk the land to identify and document culturally significant resources. The Commission works in conjunction with the Historic District Commission, with jurisdiction being everything outside of the three Historic Districts in Town.

The Commission has been active in working to save the Stationmaster's house on Great Road, which culminated in a favorable vote at a Special Town Meeting last fall. Also, the Wright-Holden farmstead at the corner of Weatherbee and Route 2 was awarded a place on the "10 most endangered list for 2003". With the subsequent publicity, a local business has generously donated a new roof that will greatly slow the deterioration of this 1830 structure. Both the Robbins House (144 Great Road) and the Hosmer House (300 Main Street) were accepted on to the National Register of Historic Places. Currently the Towne School application for NR status is underway. The Commission has walked the Morrison property on Concord Rd, and commented on future proposals for that land. This year saw a noticeable slow-down in new subdivision review by the Commission, perhaps a sign that most future development may be infill, due to a lack of open land. This past year the Commission responded to a number of resident inquiries regarding their properties.

2003 Membership:

John Benkert
Victoria Beyer
Robert Coan
Anita Dodson
Peter Grover, Chair
William Klauer

FENCE VIEWER

The duties of the fence viewer are contained in Massachusetts General Laws, Chapter 49, Section 1-20, inclusive. This law pertains to the need for partition fences on property lines of adjoining improved parcels of land used for agricultural purposes (primarily the keeping of livestock). The appointed fence viewer for the Town reports no activity in such partition fences for the year 2003.

Although the Fence Viewer is now an archaic position, several general questions concerning fences are answered each year. Residents should keep the following facts in mind when planning to erect a fence:

1. Section 5.3.1 of the Town's Zoning Bylaw limits the height of walls and fences in yard setback areas to no more than eight feet.
2. Massachusetts General Law, Chapter 49, Section 21, determines when certain fences may be deemed a private nuisance and should be consulted when there is a question concerning a spite fence.
3. Section E39 of the Town Bylaws provides that when erecting a fence fronting on a public way the fence should not encroach within the public right of way without a written license from the Board of Selectmen. Assistance in determining the location of this right-of-way line is generally available from the Acton Engineering Department.
4. The installation of a fence does not normally require a building permit; however, erecting a fence in a Local Historic District (Acton Centre, South and West Villages) will usually require a Certificate of Appropriateness from the Acton Historic District Commission.

I can be reached during the day at 264-9628, or e-mail at dabbt@town.acton.ma.us

David F. Abbt, Professional Land Surveyor
Fence Viewer

ECONOMIC DEVELOPMENT COMMITTEE

The Board of Selectmen established the Economic Development Committee (EDC) to advise the Selectmen on matters pertaining to Acton improving its economic well being. The EDC consists of up to eleven Acton residents or business owners representing various groups interested in enhancing Acton's economic development in accordance with the 1998 Master Plan Update. The committee is comprised of two representatives from the Board of Selectmen, two Planning Board representatives, one Finance Committee representative, two representatives from the Chamber of Commerce, and four at large members. The stated objectives are:

- Promote current and new commercial development within the context of the Master Plan.
- Increase the commercial tax base to reduce the tax burden on residential taxpayers.
- Support commercial and industrial growth that will fit in Acton and contribute to the community's quality of life and fiscal stability.
- Support the concept of village and business districts by encouraging businesses of appropriate scale that will contribute to a mix of activities.

The EDC focused most of 2003 on planning for the implementation of the Economic Development and Industrial Corporation (EDIC). The EDIC would be charged to encourage economic development in accordance with a Town approved Economic Development Plan. At the 2000 Annual Town Meeting, residents passed an article to petition the State Legislature to allow the Town to form an Economic Development and Industrial Corporation. On November 17, 2001, the Governor signed Chapter 135 of the Acts of 2001 that granted the petition. At the April 2003 Town Meeting, Acton accepted the legislation. The EDC had extensive discussions about the role and function of an Economic Development and Industrial Corporation, and how it could best serve the citizens of Acton. The EDC initially planned to present the Economic Development and Industrial Corporation together with the Economic Development Plan for acceptance at the same time. The next step is now for the Board of Selectmen to appoint the Corporation's Board of Directors, and then gain Town Meeting approval of the Economic Development Plan. Requests have been in the media requesting parties interested in being on the Board of director's to submit resumes to the planning office. An EDC subcommittee will then make appointment recommendations to the BOS.

The EDC has been studying and making recommendations on the 2004 zoning articles, Outdoor Lighting, East Acton Village and some use changes to the Light Industrial District.

In 2004 the EDC will make final recommendations to the Selectmen on the appointments of the EDIC Directors. The EDC will assist in any capacity requested to help the new Economic Development and Industrial Corporation accomplish the next process step, which is to draft an Economic Development Plan for Town Meeting approval. Once the plan is accepted, the Economic Development and Industrial Corporation could develop available parcels in accordance with the town's wishes, rather than leaving them to market forces.

The EDC works with the Planning Board on any proposed non-residential zoning changes. We expect to be reopening discussions on "Mixed Use Development" options. The EDC meets at Town Hall in public session generally on the third Thursday of the month.

Respectfully submitted,

Rheta A. Roeber, Chairman and Fincom Rep
Wayne Friedrichs, Vice Chairman
Jonathon Avery, Chamber Rep
William A. Lawrence, Chamber Rep
Bob Johnson, BOS Rep
Ann Chang, member
Trey Shupert, BOS Rep
Philip Janus, member
Josh Chernin, Associate member
Herman Kabakoff, member
Hart Millett, Planning Board Rep
Roland Bartl, Town Planner (staff)

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation and technical assistance in the areas of land use and the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy and interlocal partnerships that strengthen the operation of local governments.

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and 3 city of Boston officials. An Executive Committee composed of 5 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities

is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

- **Municipal planning:** working with more than 25 communities under the Executive Order 418 program. EO 418 provides communities with up to \$30,000 in state funding to undertake overall visioning on local planning issues, including housing, economic development, natural resources, and transportation.
- **Bringing advanced technology to cities and towns in the region:** a contract with Pictometry International will provide aerial photographic images that municipal departments, including police and fire, can utilize to improve service delivery.
- **Adoption of smart growth principles:** MAPC developed and adopted principles of good planning practice that will encourage sustainable patterns of growth to benefit people living throughout the metro Boston region. MAPC is also a founding member of the Massachusetts Smart Growth Alliance.
- **Metro Data Center:** The Center is an official US Census affiliate, helping to distribute demographic data throughout the region, including demographic, economic, and housing profiles for all 101 communities in metro Boston.
- **Transportation planning:** as vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the 25-year Regional Transportation Plan as well as the annual Transportation Improvement Program, including transportation spending priorities for the region. We also spearheaded development of transportation spending criteria, taking into account environmental, economic, and equity considerations.
- **Metropolitan Highway System Advisory Board:** MAPC staffs this board, established in 1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority.
- **Regional Services Consortia:** The four regional consortia established by MAPC collectively purchased \$18 million in office supplies and highway maintenance services for its 31 member municipalities. The project also facilitates collegial

forums among members' chief administrative officers focused on collaborative problem solving and resource sharing.

- **Metro Mayor's Coalition:** Working with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, security and emergency coordination, and municipal relief legislation.
- **Homeland security:** addressing homeland security issues by facilitating cross-municipal partnerships between police, fire, and emergency management departments to acquire and share equipment, and more generally to plan for emergencies involving multiple municipalities.
- **Hazard mitigation:** initiating a federally-funding partnership to produce a hazard mitigation plan to protect nine coastal communities in the event of natural disasters, including flood, winter storm, wind, fire, and geologic hazards.

Please visit our website, www.mapc.org, for more details about these and other activities.

Metrofuture: Making A Greater Boston Region

MAPC has launched a new civic process, called MetroFuture, to create an updated regional vision and growth strategy for metropolitan Boston. MetroFuture engages city and town governments, state agencies, non-profits, business, labor and academic groups in this planning process. The outcome will be a vision and growth strategy that puts the region on a sustainable path in terms of land use, economic, environmental and

social issues. MAPC will need the support of a broad range of organizations in the region to help plan, fund and implement this new framework for addressing the challenges facing metropolitan Boston.

The effort to create this new strategy was launched on October 29, 2003 at a Boston College Citizens Seminar. More than 400 citizens from a wide range of local and regional groups attended the event, and expressed their opinions on the region's resources and challenges as well as their own visions for the future. This input will be critical as we move to the next phase of this exciting multi-year project. Please visit the project web site, www.metrofuture.org, for more information.

Minuteman Advisory Group on Interlocal Coordination (Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, Stow)

This year, the Minuteman Advisory Group on Interlocal Coordination (MAGIC) hosted two Legislative Breakfasts; set transportation priorities and ranked projects; sponsored a forum on "Zoning Reform: Why, What, & How"; organized two "Creative Solutions" housing workshops; reviewed and submitted environmental comments on several developments of regional impact including Littleton Technology Park, Bose (Stow), and the Rt. 2 rotary; continued work on the "MAGIC Carpet", a study of alternative transportation options; and planned events in conjunction with the Regional Vision and Growth Strategy. Using MAPC Geographic Information Systems (GIS) staff, MAGIC also provided introductory and more advanced GIS training sessions for local officials and staff. This year, MAGIC also welcomed Bolton as a new member.

MAPC Annual Report prepared and submitted by Marc D. Draisen, Executive Director, Metropolitan Area Planning Council.



Douglas School

PLANNING DEPARTMENT

The Planning Department has Roland Bartl as Town Planner; Kristin Alexander as Assistant Planner; and Karen Switzer-Jeff as Secretary. The Department's principal function is the support of all Planning Board functions and activities. Department staff also assists other boards and committees. In 2003, the Planning Department continued their work with the Economic Development, East Acton Village Planning, and Outdoor Lighting Advisory Committees. Additionally, the Planning Department supported the Community Preservation Committee, which was formed after Acton adopted the Community Preservation Act in 2002. See the separate reports from the Economic Development and the Community Preservation Committees. All duties are carried out under the direction of the Town Manager.

Planning Board

Members of the Planning Board are Selectmen appointees. In 2003, the Board seven regular members and one associate member:

Lauren S. Rosenzweig, Chairman
Edwin F. Pearson, Vice-Chairman
Hartley E. Millett, Clerk
Patrick E. Halm
Gregory E. Niemyski
Christopher R. Schaffner
Mobina F. Mohsin
Stacy Rogers, Associate

One Associate position was vacant. Planning Board meetings are open to the public, usually at 7:30 PM at the Memorial Library on the second and fourth Tuesday of each month.

Development Activity

When reviewing development applications, The Planning Board strives to protect the health, safety, and welfare of Acton's residents, and to preserve the integrity of Acton's character. This mission is framed by the Town of Acton Master Plan, the Acton Zoning Bylaw, the State Zoning Act (MGL Ch. 40A), and the State Subdivision Control Law (MGL Ch. 41, S. 81K-GG). In 2003, the Board issued two commercial sign special permits, approved three definitive subdivisions, and held a hearing about a proposed tree removal on a scenic road. In addition, 9 ANR Plans (Approval Not Required plans in Subdivision Control Law) were signed. Much of the activity involved land swaps and other arrangement of property lines. Overall, the Board approved six new residential building lots. The table below shows the eight-year history of approved new residential lots.

Year	New Residential Lots Approved
1996	66
1997	35
1998	68
1999	76
2000	33
2001	15
2002	103*
2003	4

*Includes Robbins Mill PCRC (90 lots)

Zoning

The Acton Zoning Bylaw is the regulatory blueprint that affects the future use and development of land in Acton. It is the intent of the Planning Board that the Zoning Bylaw and any changes to it are generally consistent with the Master Plan. Upon the recommendation of the Planning Board, the 2003 Annual Town Meeting amended the Planned Conservation Residential Community (PCRC) section of the Zoning Bylaw by changing the formula that determines the maximum number of dwelling units in a PCRC. The result of this change is approximately an 11% reduction of the maximum dwelling unit yield in PCRCs. Town Meeting deleted an obsolete section of the Zoning Bylaw that required contributions toward a municipal sewer system for certain development projects in Kelley's Corner. In addition, the South Acton Commuter Lot was rezoned from Residence 2 to South Acton Village.

The Planning Board reviewed and conducted a public hearing on a proposed rezoning by petition of property located on Great Road in the Limited Business District. The landowner petitioned that the property be rezoned to East Acton Village. The intent of the rezoning was to preserve the Station Master's House, built by station agent Arthur Raynor in 1910. A Special Town Meeting in October approved the proposed zoning change.

East Acton Village Planning Committee

In 2000, the East Acton Village Planning Committee was appointed to generate a plan for the East Acton Village area. Committee members are residents and business owners from East Acton and other parts of Town. After two more public input meetings in 2003 (for a total of four public input meetings and two surveys), and numerous discussions on East Acton issues such as zoning district boundaries, density, land use, traffic management, wastewater systems, historic preservation, and the environment, the Committee completed the draft East Acton Village Plan in December 2003. The draft Plan was distributed for comment and is being revised. It will be presented to the Planning Board for adoption in late January 2004. If the Plan is adopted by the Planning Board, zoning bylaw changes recommended in the Plan will be presented at April 2004 Town Meeting for approval.

Committee meetings are generally every second and fourth Wednesday of each month in Town Hall. Kristin Alexander provides primary staff support. Committee members are:

Ken Sghia-Hughes, Chairman
Carol Holley, Clerk
Dave Brown
Betsy Comstock
Stacey Durkin
Susan Kennedy
Tom McLaughlin
Steve Steinberg
Micki Williams
Art Wu, Transportation Advisory Committee

Outdoor Lighting Advisory Committee

The Board of Selectmen established the Outdoor Lighting Committee (OLAC) in 2001 to study ways to reduce glare, light trespass, sky glow, and energy use. OLAC has spent the time since then on studying the technical aspects of outdoor lighting, street lights, commercial and municipal outdoor lighting installation, and related efforts of other communities across the country. In the fall of 2003, the Committee distributed for comment a new draft of a proposed Outdoor Lighting Control Bylaw after it had withdrawn its prior year draft for further study. OLAC also reached out to various constituencies in Acton to raise awareness of outdoor light pollution, and organized star watching parties for Acton citizens and school children. OLAC expects to present an Outdoor Lighting Control Bylaw at the 2004 Annual Town Meeting. The Committee meets every other Tuesday in Town Hall. Roland Bartl provides primary staff support. OLAC members are:

Bernard Kosicki, Chairman
Martin Graetz
Gary Green
Steven J. Feinstein
Hartley E. Millett, Planning Board

SPECIAL PROJECTS

Bicycle Lockers

Karen Switzer-Neff oversees the bicycle locker rentals at the South Acton train station. She reported year-round full occupancy of 19 out of 20 lockers. We are still waiting for the State to provide the \$27,877 funding commitment from the Transportation Demand Management Program for an expansion of the bike locker facility.

Assabet River Rail Trail

The Assabet River Rail Trail (ARRT) is a 12.5 mile bicycle and pedestrian trail under development from Marlborough Center through Hudson, Stow, and Maynard to the South Acton train station. Negotiations with the two landowners, the MBTA and one private owner, are still ongoing and there is now more confidence for their successful conclusions. With that in mind The Town, through its Planning Department, submitted a funding request to the Community Preservation Committee for the ARRT. This funding would be considered Acton's local share and leverage over \$1 million in Federal funds for design and construction. ARRT, Inc. (www.arttinc.org) is a regional non-profit group that supports and advocates for the trail.

Respectfully submitted,

Roland Bartl, AICP
Town Planner

RECREATION DEPARTMENT

The Acton Recreation Department has just completed its fourth year of programming: what a great year it has been! Hundreds of residents participated in recreation sponsored events -- classes, field and beach use, swim lessons, summer programs, free concerts, Fourth of July, and the annual Acton Day celebration.

After a long hard winter, residents were ready to get outside when the snow stopped falling. Despite many, many reschedules due to rain, spring classes saw a 50% increase in both the number of classes offered and participation levels over 2002. The NARA Park beach opened Memorial Day with a cold, rainy start and battled the elements all summer long.

During the summer season concert goers were treated to seven free concerts in addition to the annual July 4th celebration. Almost cancelled due to budget cuts, 16,000 people enjoyed the July 4th fireworks that were generously donated by Acton-based car dealerships. In the presence of tough financial times, it is comforting to know that the businesses of Acton are still here doing what they can to help this great community.

The NARA Youth Summer Program had another great summer, selling out seven of the nine weeks offered, despite experiencing fee increases to offset town-wide budget cuts. The program was expanded, offering the same quality program to 4 and 5-year olds with half and full-day camp options. In 2004 program enrollment will be increased by 10 participants per week as well as adding a 10th week to the line up.

The beach operation saw a decrease in membership but an increase in daily usage rates. The Recreation Department worked diligently over the winter and planned a swim lesson program that offered Saturday, Sunday, weekday and toddler swim programs. These new classes were very well received and enrollment exceeded our projected numbers.

Acton Day, September 20, was a great success, proving once again that this event can be completely self-funded. Special thanks go out to Cambridge Savings Bank for their generous donation that allowed the Acton Day Committee to plan an event complete with entertainment and fireworks. The hard work of the Acton Day Committee contributed to fun-filled events for every family member, including a fishing derby at NARA pond. Days prior to Acton Day, the Acton Day Committee was informed by the Guinness Book of World Records that we had indeed set a new world record for largest human flag during Acton Day 2002. Over 300 residents and guests participated in this awesome event.

Six new classes were added to our winter program offerings. In addition the Recreation Department has been working hard to develop new programs for 2004 and improve existing programs.

The outlook for 2004 looks positive for the Acton Recreation Department. Despite looming budget cuts, the recreation department will be offering new programs and expanding options for existing programs. Improvements in NARA Park, playgrounds, and ball fields will continue on a funds-available basis. Next year should see the completion of The T.J. O'Grady Memorial Skate Park, a project that has been four years in the making. Plans are underway for the development of the Morison property, feasibility of the Bruce Freeman Rail Trail and the newly acquired 10+ acres of additional fields at the School Street field. Community Preservation Act funds will be imperative in making any field improvements or additions a reality.

Finally, a special word of thanks to all the 450+ volunteers that have given their time this year to assist us at a special event, taught a class, or brought us new ideas. Without volunteers, the recreation department would not function as smoothly as it does.

Thank you also to the Acton Recreation Commission for their continued enthusiasm and dedication to providing better recreational opportunities to the residents of Acton. Many thanks to the T.J. O'Grady Skate Park Committee for their continued perseverance in seeing the T.J. O'Grady Memorial Skate Park become a reality. Additional thanks go out to the youth sport programs that have dedicated labor and money to improve all fields in town, with minimal cost to the Acton taxpayers. Finally, thank you to the Acton Highway, Municipal Properties and Cemetery Crew for their continued support of the Acton Recreation Department.

Acton Recreation Commission
Ron Schlegel- Chairman
Michele Zaremba – Vice Chairman
Bob Cadogan
Alison Gallagher
Thomas Tidman – Natural Resources
Director
Nancy McShea – Recreation Director
Jennifer White – Recreation Secretary

TAXATION AID COMMITTEE

The Senior and Disabled Tax Aid committee solicited funds to the voluntary tax relief fund that the town established several years ago. The fund is designed to assist seniors and the disabled in need of property tax relief. Citizens in Acton contributed over \$12,000 to that fund last year which was disbursed to seniors, and in the prior two years, similar amounts have been contributed and disbursed. The Committee would like to thank the generosity of the citizens of Acton for contributing to this fund. The Committee works to see that those who are truly in need are provided assistance, after consideration of other forms of relief that the town provides including Clause 18 abatements. Our review is performed in complete confidence, and we encourage those in need to apply. We anticipate being able to disburse a similar amount this year.

Other forms of tax relief are available for seniors and veterans. For example, the work program continues to attract a full compliment of volunteers who donate their time in jobs for the Police Department, other Departments in Town Hall and the Memorial Library in return for up to \$500 towards property tax relief. The Assessors continue their outreach to seniors and others to inform them of other programs available under the law that provide some amount of relief as allowed by state law. Finally the Committee is investigating possible home rule legislation that would go further to provide tax relief for seniors who truly need relief. We have spoken to other towns and hope to formulate a set of proposals in the near future. Our legislators have indicated that passage may be difficult, but we believe that more radical action is needed given the limitations placed on towns such as ours by state law.

James Kotanchik
Peter Ashton
Carol Mahoney
Nancy Gerhardt
John Murray
Brian McMullen, Staff

TRANSPORTATION ADVISORY COMMITTEE

The Transportation Advisory Committee was re-established in 1998 to assist in the coordination of local transportation planning efforts, and to make recommendations to the Board of Selectmen and Planning Board regarding transportation issues affecting the community and surrounding region. Our activities in 2003 involved a wide range of transportation issues reflecting changes in the community and opportunities to improve transportation services. This included the following:

- Review of the Environmental Notification Form for proposed reconstruction of the Route 2/Concord Rotary and submittal of comments to the Massachusetts Executive Office of Environmental Affairs.
- Review of the transportation recommendations of the East Acton Village Transportation Study.
- Facilitating the Route 2A/Great Road Planning Forum in cooperation with the Acton Board of Selectmen.
- Submitting comments to the Town Building Department and the Board of Selectmen on various site plan reviews including the Wetherbee Plaza Extension, Robbins Brook Phase II, and the Quail Ridge Country Club.

In addition there are several ongoing activities, including:

- Reviewing site plans for transportation impacts resulting from new development.
- Liaison to various town and regional committees.
- Monitoring of rail trail planning and development activities (Assabet River Rail Trail and Bruce Freeman Rail Trail).

The TAC is looking forward to a busy year in 2004. We expect our activities will involve further consideration of design options for reconstruction of the Route 2 Rotary, examination of traffic improvement options for Route 2A/Great Road, identification of actions and enhancements to promote bicycle and pedestrian safety throughout the community, and participation in ongoing discussions about future development and its implications for the character of Acton. We continue to believe that our town's transportation system should reflect its rural character, while accommodating future local and regional growth. The TAC meets the second Tuesday of the month and interested citizens are invited to attend our meetings.

Edward Gardiner
Samuel Lawton
Renee Robins
Ann Sussman
Mary Utt
Arthur Wu

LOWELL REGIONAL TRANSIT AUTHORITY

The Lowell Regional Transit Authority (LRTA) is one of fifteen regional transit authorities established by the Commonwealth of Massachusetts in 1974 dedicated to the mission of increasing the use of mass transit on a regional basis. Headquartered at the Charles A. Gallagher Intermodal Transportation Center in Lowell, the LRTA provided nearly 1.7 million passenger trips on their fixed route bus service in nine cities and towns in fiscal year 2003. Additionally, the mobility of elderly and disabled citizens is enhanced through the Council on Aging and the LRTA Road Runner program providing approximately 8,927 passenger trips in fiscal year 2004. The LRTA serves an area of over 300,000 population with an operating budget of more than \$6 million annually.

Working with the Acton Council on Aging (COA), the LRTA provides both Road Runner and Council on Aging van service. Town residents aged 60 years and older or those who are disabled may avail themselves of van services that run five days per week. The LRTA provides curb-to-curb transportation service in Acton and surrounding towns on a 24-hour advance registration basis. All vehicles are fully accessible and wheelchair lift-equipped.

Many trip purposes can be accommodated: shopping, medical appointments, visits to the CES Day Care Center, Senior Center activities, social and recreational. The fare schedule is \$1.00 one-way within town, and \$1.50 one-way to Concord and Maynard. Road Runner service may be arranged by calling 1-800-589-5782 or 978-459-0152 and Acton COA Van information is available at 264-9651.

The combined ridership in Fiscal Year 2004 was 8,513 passengers. Road Runner provided 2,652 trips, while the COA van accomplished 4,861 trips during FY 2003. Since February 2004, the Acton COA, through the LRTA, has had the use of a 16 passenger, air-conditioned, lift-equipped 1994 Ford EMC van. In October 1999, the LRTA provided an 11 passenger 1997 Dodge Maxivan as a replacement for the aging 1994 vehicle. The new age Maxivan does not require a commercial drivers license and therefore, more easily staffed. The LRTA Road Runner operates an 11 passenger 1995 Dodge Maxivan within the Town of Acton. New vehicles are acquired through the Commonwealth's Mobility Assistance Program, which provides 80% of the cost of the new vehicle, while the Federal Transit Administration provides the remaining 20% matching share.

Respectfully submitted,

Don Herskovitz
LTRA Advisory Board

CABLE ADVISORY COMMITTEE

In 2003, the Cable Television Advisory Committee continued its work as a consumer advocate. We participated in a performance review of Comcast's operation and compliance with the terms of the license. Many issues were raised by selectmen, by the Committee, and by Town residents who attended the meeting. Comcast responded to each of the issues, stating that all had been resolved. The Committee is not fully satisfied with the resolution of some of the issues. For example, the Committee is still not receiving the required documentation of staffing and programming at the local access studio.

During the year we also fielded a number of consumer complaints and worked with Comcast's Manager of Government Affairs to resolve all of them. Our experience has been that once the right people are involved, that Comcast resolves problems. For example, recently, businesses in the East Acton Village had attempted to obtain cable service by calling Comcast's published number. The representative did not know how to handle such a request, nor where to refer it. The Committee, with the help of the Comcast Government Affairs Manager, was able to get the businesses in touch with the right department.

The Committee meets on the second Thursday of each month, and would welcome several new members to assist us with our work. If you are interested, please contact the Volunteer Coordinating Committee.

John Covert
Frits Riep
Maynard Brandon
Terra Friedrichs (alt.)

PUBLIC WORKS AND ENVIRONMENT

BOARD OF APPEALS

The Board heard requests for eight variances: four were denied, three were granted and one was withdrawn. There was one Special Permit request which was granted. Of the two requests for a Petition for Review, the Board upheld the Building Commissioner's decision. There was one request for a Comprehensive Permit under 40B which is still under review.

Members

David Black
Richard Fallon
Kenneth Kozik
Jonathan Wagner
William Sawyer
Cara Voutselas (alternate)

BUILDING DEPARTMENT

New single-family dwelling permits decreased slightly. Permits for residential additions and alterations have increased. There were 88 new sign licenses, 15 sign renewals and 16 special event sign licenses for businesses issued in 2003. As part of the Board of Selectmen policy, 45 banner permits and 35 permits for temporary A-frames for non-profit organizations were issued.

The figures for the year ending December 31, 2003 are as follows:

New Residential	30	\$4,225,000
Residential Additions & Alterations	449	\$10,060,150
New Commercial Construction	10	\$5,896,800
Commercial Alterations	45	\$3,764,508
Demolitions	15	\$47,800
Total	549	\$23,990,458

CEMETERY COMMISSION

The Commissioners meet at 2:00 p.m. the second Wednesday of each month, in the Kennedy Service Building, located on the grounds of Woodlawn Cemetery. This is also where the cemetery office is located. Office hours are 9:00 a.m. - 3:30 p.m., Monday through Friday. We are here to serve you and welcome your inquiries and/or comments either through a visit to the office or a phonecall to: 978-264-9644.

The Cemetery Commission is responsible for expenditure from the various cemetery trust funds, and oversees the operation and care of the three Town-owned cemeteries: Woodlawn, est. 1738, Concord Rd., Acton Center; Forest, est. 1750, Carlisle Rd., North Acton; and Mount Hope, est. 1848, Central St., West Acton.

The duties of the personnel of the Department of Natural Resources, Cemeteries, and Recreation include maintaining over 43 developed acres in the cemeteries, routine maintenance and major projects on over 1,500 acres of Conservation properties, as well as routine maintenance and major projects on the 64 acres of recreation areas. At the cemeteries, the maintenance crew constructs all monument foundations, sets flush markers, prepare and plants endowed flower beds, plants trees and shrubs, prepare for and assists at interments, and maintains their equipment on a year-round basis. Prior to Memorial Day, a potted geranium and an American flag, both supplied by the Public Ceremonies and Celebrations Committee, are placed at the grave of every known veteran. In addition, the Crew Chief and Secretary assist in the selection and purchase of lots, assist Funeral Directors help visitors locate gravesites, and answer inquiries about rules and regulations. They also schedule memorial/funeral services and wedding rehearsals/ceremonies at the Woodlawn Memorial Chapel, maintain the lot and interment records, and do their own billing and receiving.

WOODLAWN MEMORIAL CHAPEL

The Chapel was used for three funeral or memorial services and six wedding ceremonies and their related rehearsals. In the fall, the doors and windows were painted. This beautiful Chapel was donated to the residents of Acton. Please accept our invitation to view the interior, by calling: 978-264-9644 to arrange a time.

THE CEMETERIES

In the calendar year 2003, we made eighty-three interments. Of these, thirty-three were non-residents and seventeen were United States veterans. In October, William Klauer, of the Acton Historical Society, hosted an informative tour of Mount Hope Cemetery. We provided the Information Technology Department with a list of "Frequently Asked Questions" for the Town's new website. A flush marker, damaged by one of the department snowplows, has been replaced. We are still researching affordable alternatives for the much needed storage facility.

After cleaning up debris shed by the trees during winter and spring storms, and clearing the roadways of the winter accumulation of sand, the crew proceeded with Memorial Day preparations. Fertilizer and lime were applied and areas were

over-seeded as needed at both Woodlawn and Mount Hope cemeteries.

Again this year, despite our efforts, both spring and fall, the turf damage caused by the European Chafer grub is continuing to spread. Unfortunately, the animals and birds that are tearing up the damaged turf in their search for grubs to eat, are adding to the unsightliness of these areas. Please bear with us if your lot is located in or near one of these areas. At the appropriate time next spring, we will again apply grub control and reseed these areas.

With materials supplied by the Recreation Department, the maintenance crew constructed two skating rinks on the Woodlawn Cemetery field on Concord Road. These rinks are very popular. In order to obtain ice of a thickness that will support skaters, we cannot lay the plastic liners and fill the rinks until the ground beneath freezes solidly. While waiting for the water to freeze sufficiently, we post the "no skating" signs. During this period we ask that dogs be kept from walking through the water and that people not test the ice by poking their hockey sticks or skate blades through it, as these are the two activities that cause the most damage to the plastic liners.

In calendar year 2003, the sum of \$91,959.80 was paid to the Town Treasurer to be deposited as follows:

General Fund	\$41,174.80
Cemetery Land Fund	9,265.00
Perpetual Care Fund	41,520.00

On January 27th, Charles H. Smith was appointed to finish the term left vacant by Donald MacLennan.

We were saddened by the loss of friend and fellow commissioner, Stanley Tanner Wray Jr., who passed away November 20, 2003. We will never forget the day Stan walked into the cemetery office and with a cheery greeting said he was new in town, was very interested in genealogy and cemeteries, and asked what he could do to help us.

This year also marked the passing of long-time former commissioner, Howard Fullonton Jones. Howard, who continued a family tradition of service to the Town of Acton, served as a member of the Cemetery Commission for the thirty-five year period from 1946 to 1985.

Once again, we would like to thank the members of the team that works so diligently to keep your cemeteries in the best possible condition: Tom Tidman, Director of Natural Resources, Cemeteries and Recreation; David Lee, Crew Chief; Nancy Howell, Secretary; Maintenance Men Shawn O'Malley, Michael Jackson, Tom Bailey and Jason Carroll; seasonal workers Brian Crowley, Dane Czajkowski, Michael Lesanto and Timothy Magner; and part-time maintenance man Daniel Wren. Their tireless efforts are reflected in the appearance of

the cemeteries, recreation areas and conservation areas. We also wish to acknowledge assistance received from the Highway Department, the Department of Municipal Properties, and the Acton Water District.

Brewster Conant, Chairman
Charles H. Smith, Secretary
Stanley T. Wray*

*Deceased

COMMUNITY PRESERVATION COMMITTEE

In 2002, the Town adopted the Community Preservation Act, M.G.L. Ch. 44B. This established a 1.5% surcharge on real estate property tax bills and made the Town eligible to receive State-matching funds equal to the annual amount raised by the surcharge. These community preservation funds may be used to acquire, create and preserve open space; acquire and preserve historic resources; create, preserve and support community housing; and acquire, create and preserve land for recreational use. In its first year, FY 2003, the surcharge has raised \$470,991. The Town received \$473,465 in State matching funds to bring the Town's total FY 2003 Community Preservation Fund to \$944,456.

Local adoption of the Community Preservation Act also established the Acton Community Preservation Committee (CPC) as a statutory committee under the Act. The Committee's responsibility is to oversee the administration of the Community Preservation Fund, select and recommend to Town Meeting projects for funding, and monitor progress of funded community preservation projects. The CPC first convened in February 2003. In October, the Committee published its 2004 Community Preservation Plan with guidelines for the submission of projects seeking community preservation funds. In November, the Committee received fourteen applications for funding. The CPC reviewed all proposals, interviewed the respective proponents, and solicited legal opinions on the projects to help evaluate their eligibility. The Committee's recommendations will be presented for action by all citizens at April Town Meeting.

The Community Preservation Committee generally meets every 2nd and 4th Thursday of the month in the Acton Memorial Library meeting room. All CPC meetings are open and the Committee welcomes public participation throughout the process. For additional information and to request copies of submitted proposals, call the Town planning office at (978) 264-9636. Citizens may also email the Committee at cpc@acton-ma.gov with comments and feedback. For additional information, citizens may visit the Community Preservation page on the town website at www.acton-ma.gov.

Members

Peter Berry, at-large, Chairman
Catherine Coleman, at-large, Vice-Chairman
Walter Foster, Board of Selectmen representative
Alison Gallagher, Recreation Commission representative
Peter Grover, Historical Commission representative
Susan Mitchell-Hardt, at-large
Andrew Magee, Conservation Commission representative

tive

Joseph Nagle, Erin Bettez, Acton Housing Authority
representatives

Christopher Schaffner, Planning Board representative
Mimi Herington, Associate
Matt Lundberg, Associate
Roland Bartl, Town Planner, staff support
Wayne Klockner (former)
Carol Todzia (former)

ENGINEERING DEPARTMENT

The Engineering Department provides the various Town boards, committees and departments with civil engineering and land surveying expertise. The Department also designs public works type projects and obtains the necessary permits and approvals for them, as well as providing supervision of the construction process. Development proposals submitted to the Planning Board are evaluated for compliance with their rules and regulations and good engineering practice. Subdivision road construction is inspected for compliance with these plans. We also update the Town Atlas Maps and associated files for the Assessors.

The Engineering Department staff currently consists of David F. Abbt, P.L.S., Engineering Administrator (39 years), Corey S. York, Engineering Assistant III (9 years), and Karen Switzer-Neff, part-time Secretary (8 years). Eric K. Durling, P.E. is retained on an "as-needed" basis to provide professional engineering review of minor departmental projects.

The survey and design of new sidewalks on Town roads is a continuing project for the Department. We supervised the construction, by the Highway Department, of the new sidewalk on Concord Road from Nagog Hill Road to the Town Common. This completes the multi-year project to design and construct sidewalks on the entire length of Concord Road. Sidewalks were constructed, or are currently under construction, on portions of Minot Avenue, Summer Street, and High Street. These are sidewalks that are reviewed and inspected by this Department, but are built by private developers in conjunction with adjacent or nearby development projects. During the year, we typically receive several calls from residents requesting sidewalks on busy streets in their neighborhoods. On the older streets in Town, sidewalks are not easy to build. Stonewalls, steep shoulder grades, public shade trees, narrow culverts, wetlands and the lack of sufficient street right-of-way width are common obstacles to building side-

walks on old colonial era roads. It also becomes more difficult when other abutting residents object to the proposed sidewalk, particularly if their cooperation is needed for additional right-of-way or easements. In spite of all the difficulties, the Town does succeed in constructing some new sidewalks each year, largely due to the general support of the majority of the abutters. It is our policy to work with individual abutters to resolve any design or landscaping issues to their reasonable satisfaction. One way for residents to facilitate the construction of sidewalks in their neighborhood is to jointly find agreement on where (often which side of the street) a sidewalk can be located. This agreement should include all the residents who live along a sidewalk route, particularly those that will directly abut the new sidewalk. In this way, solutions to the common obstacles described above can usually be found and as funds become available, the sidewalk can eventually be scheduled for survey, design and construction. The Engineering Department has a standard petition form and information sheet that is available to interested residents. We maintain a five-year sidewalk capital plan and map (a.k.a. the "Sidewalk Master Plan") of existing and proposed sidewalks in Town that is available to interested citizens for a modest fee. A Sidewalk Safety Priority List has also been prepared with the help of the Highway and Police Departments.

Each year the Engineering Department also does the survey, design, and construction stakeout for projects constructed by the Highway Department. Again this year, we continued our efforts to install a new pre-cast concrete box culvert on School Street near Lawsbrook Road. The installation of this culvert has been delayed pending resolution of an appeal by the downstream abutter to a Wetland Superceding Order of Conditions issued by the Massachusetts Department of Environmental Protection. The original dispute was previously decided in favor of the Town, but was then appealed to Superior Court by the abutter. This last appeal was settled this year, and the work will now be scheduled for 2004. We also prepared a compiled site plan of the Highway Department facility at 14 Forest Road reflecting current site conditions.

Miscellaneous projects were undertaken for several other departments during the year. We did the preliminary field survey work for the layout of a new burial section in Mt. Hope Cemetery. We provided additional field survey data for the new Public Safety Building currently under construction. We did the survey, design and obtained a permit from MassHighway for a relocated crosswalk within the existing school zone on Massachusetts Avenue. We also completed the Lease Plan for the Towne Building (the former Towne School) and set plastic stakes at the corners of the lease area.

Traffic problems and complaints seem to increase each year and now occupy a significant portion of our time. Several sign requests in various parts of Town were reviewed for compliance with the Manual on Uniform Traffic Control Devices and State Law; in most cases, memos were prepared and sent to the Town Manager. We have also done several automatic traffic count

using our four counters/classifiers. These electronic devices can record vehicle volumes by direction, measure speed, and sort vehicles into 14 separate categories by type ("truck counts"). We have completed the project to convert the four Town owned traffic signals to L.E.D. displays. Light Emitting Diodes replace ordinary light bulbs in traffic signals, use a lot less energy, and last much longer. Finally, we prepared an existing conditions plan of the intersection of Pope Road and Strawberry Hill Road in preparation of a traffic study to be done by the Town's traffic consultant.

Generally, there are several things to keep in mind when considering potential solutions to traffic problems. The first is that the General Laws of Massachusetts, Chapter 90, Sections 7 and 18 determine the manner in which speed limits are set on state and Municipal roadways. Section 17 specifies the "prima facie" speed limits on various classifications of roadways; Section 18 authorizes the posting of numerical speed limits (special speed zones). The posting of numerical speed limits requires the approval of the Registry of Motor Vehicles and the Massachusetts Highway Department, as well as the local Board of Selectmen. The Massachusetts Highway Department has issued a booklet outlining the procedure (an engineering study) required to obtain approval of a numerical speed limit. A copy of this booklet is available for public inspection in the Engineering Department. In general all traffic regulatory signs must be installed in accordance with the "Manual on Uniform Traffic Control Devices" issued by the Federal Highway Administration. This is to insure that traffic signs look the same and work the same throughout the country. The Town also has a set of Traffic Rules and Orders, which must be formally amended by the Selectmen when such things as no parking zones or stop signs, etc. are erected on Town Ways.

New subdivisions are reviewed and inspected by the Engineering Department from initial submission of plans through construction of the roads. When a developer submits a plan to the Planning Board, an engineering review of the proposed subdivision is made by the Engineering Department, based on the current Planning Board Rules and Regulations. During construction of roads, the Engineering Department makes periodic inspections to insure that the roads are being constructed according to approved plans. Jackson Drive Extension, Monroe Lane, Deer Way, Sibel Lane, Squirrel Hill Road Extension, Skyline Drive, Thunder Way and the North Acton Woods, Maple Creek and Bellows Farm Subdivisions were some of the major projects reviewed and/or inspected in this manner. The Engineering Department also did a substantial amount of work for the Planning Board, including bond estimates for completion of subdivisions and roads and review of special permits, etc.

We continue to manage the 121 non-resident parking spaces at the South Acton Commuter Parking Lot. In addition to the usual weekly maintenance work and twice-monthly coin inspections, we cleaned all 121 coin chutes and replaced unreadable enforcement tags with new ones this year. We determined that dirty coin chutes tend to cause the meters to skip coins.

We have experienced no meter failures since cleaning the coin chutes. However, the occasional coin jam, generally due to snow and ice buildup or inserting coins into the meters too quickly, has been a minor problem. It should be noted that the meters also accept disposable debit cards (ParkCards) eliminating the need to carry a lot of quarters. ParkCards are available at the Treasurer/Tax Collectors counter at the Town Hall or by mail. For both residents and non-residents the minimum charge for 12-hours of parking is \$2.00 using nickels, dimes and quarters. The meters do not accept foreign coins, including Canadian coins and New Hampshire turnpike tokens or pennies. For 2003, the Board of Selectmen voted to reduce the non-resident (metered) spaces by fourteen, and convert these spaces to resident only parking (resident sticker required). This change took place on January 1, 2004. We have also completed the survey, design and permitting for additional bike lockers and racks at the commuter lot. We anticipate that these additional bike storage facilities will be installed by the Highway Department as soon as Federal and State funds for construction are available.

The Engineering Department handles the daily routine of administering the "Permit to Construct Within a Public Way" program ("street cut permits" related to the installation of new utilities and driveways); responding to requests concerning drainage problems; coordinating the process for plowing private ways; maintaining the Town's four traffic signals (the ones painted green); reviewing commercial site plans; preparing street acceptance documents; coordinating the process used to accept donations of easements and low value parcels of land; updating the Town Atlas Maps (in both conventional and CAD formats); monitoring groundwater at the former Forest Road Landfill; providing the general public with information; and assisting the various Town boards and committees as requested. We also have several versions of the Town Street and Parcel Maps available for sale to the public.

I will be completing a 40-year career with the Acton Engineering Department in 2004 and have started making plans for retirement. I would like to thank all those that have helped to make it possible, especially Corey York and Karen Switzer-Neff, who have provided invaluable support and assistance, especially during the last few years. The Town has changed and new leadership for the Department will provide a fresh approach to the demands of growth and technology.

David F. Abbt, Professional Land Surveyor

Engineering Administrator

HIGHWAY DEPARTMENT

The Highway Department began the year encountering cold, stormy conditions that required the plowing of town roads nine times and sanding nearly thirty times. It was a winter that the department was glad to see come to an end. The department began spring cleanup during the last week of March only to be faced with another snowstorm during the second week of April.

ROADS

All town roads and sidewalks were swept in the spring. We divide the town into six areas for sweeping purposes and rotate the schedule annually. Sweeping of town roads takes approximately three months. Street signs were repaired or replaced as needed. Drainage structures were cleaned and repaired and sections of damaged guardrail were replaced. Line painting of town roads and parking lots was done during the summer months. Several roads were milled, leveled and resurfaced during the year. In addition, many of the roads within the sewer district had the trenches leveled for winter and will be resurfaced in the spring. Berms were repaired and replaced along many roads. Improvements were made to the islands in front of fire station 2 and at the intersection of Pope Road and Strawberry Hill Roads.

DRAINAGE

Several culverts were repaired or replaced during the year. In addition, drainage was installed in two areas of town where new sidewalk construction was taking place. Several drainage pipelines were inspected by means of video equipment and were repaired as needed. There continue to be concerns over high water levels in many areas that we feel can be attributed to the beaver population.

SIDEWALKS

Major sections of sidewalk along Main Street and School Street were reconstructed during the summer. The final section of sidewalk on Concord Road was constructed from Nagog Hill Road to Main Street. This proved to be more than routine sidewalk construction. Stonewalls had to be built to retain the steep slopes on the roadside and provisions made to deal with existing walls.

SNOW

It was a long snow season for the department, stretching from November into the middle of April. Our crews, equipment and budget were tested to the limit. As I look back through the work reports, every workday during the months of January and February dealt with snow or snow related work. I for one will hope for a milder winter in 2004.

Sand and salt is available at the highway department for Acton residents. Please exercise caution while entering and exiting the area as trucks and equipment are also moving.

TRANSFER STATION

The town continues to transport approximately 9,500 tons of refuse to North Andover each year. The department continues to accept leaves and Christmas trees for recycling along with many other items at the recycling center. Handouts are available at the transfer station gatehouse that will answer your refuse and recycling questions. The hours of operation and additional information are available on the town web site. We urge all residents to recycle.

In closing, I wish to thank all of the employees of the highway department for the many jobs well done. Reduction in staff within the department have increased your workload and responsibilities and I commend you for your extra efforts in trying to maintain a high level of service. I also wish to thank crew leader Richard Waite for taking the helm during the absence of my assistant and to all of the other departments for their assistance and cooperation during the year.

As always, a special thank you go to my assistant, Russe Robinson and my secretary, Elaine Lawson for their many hours of dedication and hard work throughout the year. Thank you.

David J. Brown
Highway Superintendent

MUNICIPAL PROPERTIES

The Municipal Properties Department discharges the following duties:

1. Design, construction, maintenance, utilities, and management of all Town buildings, except those controlled by the School Department.
2. Development and maintenance of the Town Common, roadsides, and landscaped areas.
3. Management of street trees as provided in MGL Chapter 87, and management of Public Nuisances related to shade trees, as provided in MGL Chapter 132.
4. Technical expertise as needed for site plan and subdivision reviews and inspections.
5. Assistance to other departments as needed in the areas of purchasing, land management and construction.

VEGETATION MANAGEMENT

This year one hundred and sixty-six dead or dangerous street trees were removed. One hundred and thirty street trees were pruned to reduce hazards, four trees were cabled to prevent

structural failure, and one hundred and forty-seven stumps that presented traffic hazards were ground out below grade. Fifteen Public Shade Trees were removed to allow the construction of a sidewalk on Concord Road.

Three hundred seedlings were planted in a nursery bed at the Acton Arboretum for eventual replanting in public areas around town. One large specimen American Beech was planted in the Acton Arboretum. This tree was donated in memory of Franklin H. Charter, who served as Acton's Tree Warden from 1952 until 1980. Forty-five assorted evergreens (Eastern Red Cedar, Norway Spruce, and Northern Arbor Vitae) were planted as a buffer along the northern edge of the Public Safety Facility. We continued with our program of establishing low maintenance and low water use landscape plantings in public areas; a planting bed was installed at the Senior Center using donated daylilies, and ground cover beds were established near the Town Hall parking lot using donated Vinca and Pachysandra split off from other beds.

Approximately fifty miles of road shoulder were mowed with the side arm mower or brush hog, and numerous areas were cut back with chain saws. All intersections and sidewalks were checked and trimmed back as needed to alleviate traffic hazards. Poison Ivy growing along the Rights of Way in numerous locations was sprayed with a selective herbicide.

The Department responded to storm related tree damage calls on seven dates; in many instances this involved multiple trees.

The major cause of street tree death in Acton continues to be Ash Decline; believed to be caused by a mycoplasma like organism, or M.L.O., which is believed to be transmitted by a leafhopper. The disease is always fatal within one or two years when it infects drought stressed ash trees.

In addition to the high mortality rate of White Ash trees, there are two other areas of concern. The confirmed presence of the Hemlock Woolly Adelgid here in Acton is a concern for some landscapes and conservation areas. This is an invasive alien insect, introduced into North America from Asia. This sucking insect infests Canadian Hemlock (*Tsuga canadensis*), and almost always leads to the death of the tree within three to five years, if left untreated. The second major concern is the Asian Longhorned Beetle, which can cause extensive heartwood damage and structural failure of hardwood species. This insect originates in China, and has been accidentally imported in wood packaging such as freight pallets. As of this point the insect has not been identified in Massachusetts, but the potential for widespread damage exists since we are located close to a port city and have extensive hardwood forests.

All subdivisions, cluster developments, and commercial site plans were reviewed for compliance with local landscaping standards.

FACILITIES PROJECTS

The design for the new Public Safety Facility was completed by Jacunski Humes Architects LLC, and the general contract for construction was awarded in September to Baybutt Construction Managers in the amount of \$4,995,292. It is expected that the balance of the \$6,400,000 appropriation will be expended on architect's fees, testing, dispatch equipment, and related expenses. Completion of the project is expected in late spring of 2005. The Director is acting as Project Manager for this facility, assisted by Gary Jarowski and Laurie Livoli acting as Clerks.

There were a number of repairs and upgrades in our public buildings in 2003:

At Town Hall, the windows on the south wing were renovated.

At the South Fire Station the main entrance and fire escape entrance were rebuilt, and new flooring installed in the foyer, restroom, and dayroom.

At the West Fire Station new flooring and a limited number of new plumbing fixtures were installed in the restroom, and the rear entrance door was replaced.

At all three Fire Stations all locks and hardware were replaced to enhance building security.

A dedicated HVAC system was added to the computer room in the Memorial Library.

A new ice machine and associated plumbing was installed at the Emergency Management building.

At the Windsor Building a new water heater was installed.

At the West Acton Citizen's Library a water heater and new plumbing fixtures were installed in the restroom.

Despite the list of repairs noted above, the budget cut-backs have created some serious long term maintenance issues. Day to day custodial care of our facilities has suffered from the loss of one quarter of the building maintenance crew due to a layoff. A number of capital projects, such as painting of Town Hall, have been delayed repeatedly, which will accelerate the deterioration of the building. The shutdown of the capital plan also impacts vehicle replacement, which will result in an unreliable fleet, longer response times in storms, and eventually a major purchase of many units at once. A new Fire Station in North Acton has been discussed for over twenty-five years, and after that facility is constructed the existing stations will need extensive renovations.

All members of the Department received additional training as needed to maintain licenses and certifications. For example, all employees who apply pesticides attended training workshops sponsored by the University of Massachusetts. The Director was recertified as a Massachusetts Certified Public Purchasing Official by the Commonwealth of Massachusetts Office of the Inspector General. The Director also served as president of the New England Chapter, International Society of Arboriculture

In closing, I would like to thank the various civic organizations, volunteers, and Town departments who have assisted this Department in the past year. As always, a great deal of credit should be given to the hard work and dedication shown by the Municipal Properties staff:

Andrea MacKenzie, Secretary
Malcolm MacGregor, Grounds Crew Leader
Dayle MacGillivray, Building
Maintenance Crew Leader
David Walsh, Groundskeeper
Brian Kissane, Groundskeeper
James Howells, Building Maintenance
Manny Bonitatibus, Building
Maintenance (laid off July 1, 2003)
Steve Gray, Building Maintenance
David Porter, Seasonal
Dean A. Charter, Municipal Properties
Director & Tree Warden

NATURAL RESOURCES

Welcome to the 2003 annual report for the Natural Resources Department. As many know, Natural Resources is actually a three division department consisting of Conservation, Recreation and Cemeteries. In addition to overseeing activities in each of these divisions, we provide in the field maintenance for Acton's rapidly growing recreation facilities and routine mowing at the Acton Arboretum, not to mention the high level of care provided to Acton's three cemeteries.

This past year has been one of the busiest ever for the Conservation Commission. An enormous amount of time and energy has been provided by a number of dedicated Commissioners to the updating of Acton's Wetlands Protection Bylaw, Chapter F. This effort culminated in a successful vote at the April 2003 Annual Town Meeting approving increased wetlands setbacks and a number of changes to strengthen the Bylaw. Ultimately everyone wins with this new bylaw as greater protection is provided to Acton's sensitive water and natural resources. The Commission spent much of the latter part of the year re-writing the rules and regulations designed to accompany the newly revised bylaw.

The Land Stewardship Committee is a volunteer sub-committee of Acton's Conservation Commission responsible for the care of over 1650 acres of Acton's conservation lands. This year we published a new trail guide which is available at Town Hall and at area stores. The new full-color maps are also available on the town's website, at <http://www.town.acton.ma.us/LSCOM/>.

We finished a complete blazing of the trail systems, and installed six new kiosks with maps and information. There's now a new trail system at the Wetherbee conservation land. We continued maintaining the trails: brushing them out, installing and repairing bridges and walkways, and removing trash and cleaning up vandalism. We are now working with the Conservation Commission to reclaim conservation land from encroaching abutters.

Based on applications from land stewards, the State certified three vernal pools. We removed invasive Norway maples from the Arboretum. A lecture on beavers and beaver management was well attended, and the Beacon published a series of articles about our conservation lands and activities.

Visit our website or email us at lsc@town.acton.ma.us to learn more about the LSCom or to volunteer on our trail projects.

Our maintenance crew, consisting of a crew chief and four groundskeepers are responsible for the maintenance of more than 60 acres of active recreation playfields and general maintenance at the Arboretum, and all the activities associates with cemetery operations. We greatly appreciate their skill and hard work. We would also like to thank the Highway Department for their help on our construction projects, specifically the TJ O'Grady Skate Park this past summer.

The Natural Resources Department would like to thank the many dedicated volunteers that provide their expertise on our boards and committees. In addition, we would like to take this time to thank the people that volunteer their time at the Arboretum and on our conservation lands to make them the treasures that we can all enjoy. Once again, thank you.

Conservation Commission Members

Andrew Magee, Chair
Peter Berry, Vice Chair
Terry Maitland
Jeff Rogers
Barbara Smith
Scott Parent*
Susan Phoenix
Michael Eder, Associate
Julie Miles, Associate

* Resigned

COMMUNITY SAFETY

ANIMAL INSPECTOR

During the past year, 25 animals were quarantined for rabies. The animal quarantines consisted of 12 dog and cat bites where there was human contact. Additionally, 13 domestic animals were quarantined for possible exposure to rabies from wildlife other than domestic animals. All quarantined animals were quarantined for the prescribed period of time necessary to determine the animal is free of the rabies virus.

I inspected five barns in Acton and all were found to be in order. From the barn inspection census, farm animals number 39 horses and 17 ponies.

Respectfully,

Patrick H. Palmer

BOARD OF HEALTH

The Board of Health continued to meet and deal with many significant public health and environmental issues during 2003. Of great pleasure to the town and the Board was the successful operation of the Middle Fort Pond Brook Sewer Treatment Plant. Other issues addressed by the Board included the Board's continued hearings on W. R. Grace's request for an irrigation well moratorium, the Non-Point Source Pollution Control Devices Program, the Comprehensive Water Resources Management Program and the Stormwater Phase II Program.

Within months after opening of the Wastewater Treatment Plant, the treatment levels were meeting the permitted requirements for effluent discharge. By this year's end the plant was treating wastewater to a standard far greater than either the permit requirements or the design expectations. These results speak to the committed effort given to the Town by the Wastewater Advisory Committee, Woodard & Curran, R. H. White, Roads Corporation and C. J. P. Construction. With the completion and implementation of this project, the Board of Health anticipates a rapid improvement of the water quality within Fort Pond Brook.

With the complete identification of the northern contaminant plume from the W. R. Grace property, a private well survey was conducted for all properties within 500' of that identified plume. The survey found several wells within the area which were than tested for the presence of volatile organics. The testing found that several of these wells had levels of contamination that were of potential concern. Based on that concern, W. R. Grace requested that the Board place a moratorium on all wells within

500 feet of all identified contaminant plumes from the W. R. Grace property. The Board, responding to the request, placed an immediate administrative hold on all irrigation well permits and began public hearings on the issue in September of 2002. By this year's end the Board had conducted numerous public hearings and gathered extensive information but had not yet reached a final decision. The Board anticipates a final resolution to W. R. Grace's request to be in place by late summer of 2004.

The Board of Health's study of Non-Point Source Pollution Control devices, which is part of an EPA grant, is proceeding forward as scheduled. The intent of this study is to document the potential of different technologies that have the ability to reduce phosphorous discharges. By year's end several sites had been targeted to install a Best Management Practice Device. It is expected that the construction work for these devices, as well as, a vegetated wetland at NARA will be completed in 2004. These devices will provide a valuable test case for wastewater trading programs that are being promoted as a means for communities to meet the requirements of the Phase II NPDES Program.

This year the Town was required to comply with the new EPA Storm Water Regulations, otherwise known as the NPDES (National Pollution Discharge Elimination System) Storm Water Phase II Program. The first step was for the Town to submit a Storm Water Management Plan in compliance with a General Permit issued by the EPA in 2002 for the 190 or so towns in Massachusetts subject to these regulations. These are towns with Urbanized Areas as delineated by the U.S. Census Bureau according to the most recent Decennial Census data. Only the urbanized portions of Acton are subject to these regulations, however this is between two-thirds and three-quarters of the entire town. The Storm Water Management Plan the Town prepared addresses the following six minimum control measures:

1. Public Education and Outreach
 - Distribute educational material and information
2. Public Involvement / Participation
 - Hold public meetings
 - Youth poster contest
 - Seek grant to stencil storm drains
3. Illicit Discharge Detection and Elimination
 - Verify storm drainage system mapping
 - Detect non-storm water discharges
 - Develop bylaw to prevent illicit discharges
4. Construction Site Runoff Control
 - Develop erosion and sedimentation control bylaw

5. Post-Construction Storm Water Management
 - Establish authority through zoning ordinance
6. Pollution Prevention / Good Housekeeping for Municipal Operations
 - Develop operation and maintenance program for cleaning catch basins and pipe outfalls and sweeping roads
 - Review training for highway personnel
 - Enhance recycling program

The Stormwater Management Plan requires that the Town set measurable goals and be able to show progress towards achieving them. This will require detailed record keeping and annual reporting to EPA. The plan will also need to be updated every five years, and we anticipate that over time ever-tougher requirements will make compliance more difficult and costly. The Stormwater Management Plan, prepared for the Town by Woodard & Curran, is available for viewing at the Town Hall in the Board of Health Office.

The larviciding and stream management program implemented by Central Massachusetts Mosquito Control Project (CMMP) continues to address the health impacts from mosquito population. The West Nile Virus, previously found in other parts of the state, was first identified in Acton birds in 2001. The CMMP conducted stream clearing throughout the Town and began complaint spraying in June. With the experience of the first deaths in Massachusetts linked to the West Nile Virus the Board intends to remain vigilant on this issue.

For the ninth year, two Hazardous Waste Days were conducted in May and in October. Over 800 residents participated in these two days. The collection of CRTs (Cathode Ray Tubes) as hazardous waste has added significantly to both the amount of waste collected and the time required to collect the waste. However, every resident that arrived during the collection time was able to rid themselves of their household hazardous waste and the wait for service was held to the minimum.

Since the State's promulgation of new regulations in 2001 the Board has revamped the Day Camp permitting program and the Food Service permitting program. The Day Camps now provide documented emergency and safety plans, as well as CORI employee checks. The Board confirms that each camp is in compliance prior to the opening of any camp. The Food Service establishments now provide food safety trained personnel on-site and always have a designated person in charge.

Two years after the passage of the Board's Body Art Regulations there has not yet been an application submitted for a permit to operate in Acton. The Board passed the regulations in response to the Massachusetts Supreme Court decision that determined body art establishments had a first amendment right to

do business within the state. The Board's regulations will ensure that any establishments which locate in Acton will do business in compliance with normal health and safety precautions.

The Board of Health extends its thanks to the following members of other departments who helped in the past year: Tom Tidman, Garry Rhodes, Bob Craig, Scott Howe, Roland Bartl Dean Charter, David Abbt, Ed Ellis and Nancy McShea. The Board welcomes Don Lapierre as an Agent for the department welcomes back Sheryl Ball as secretary after several years working for the Manager's Office and Recreation Department and congratulates Heather Marceau on her promotion to Sanitarian. The Board also extends a heartfelt thank you to the employees who left for other employment in this past year; Sharon Mastenbrook for the service she gave to the Town during her lengthy tenure as Sanitarian, Tina Grosowski for her work as tobacco Inspector and Marion Maxwell for her work as a data entry clerk. The Board appreciates the service given by former member Mark Benedict. His dedication will be greatly missed. The Board also thanks Molly O'Neil and Terry Gilmore for their service as members and welcomes Roxanne Hunt on to the Board.

Board of Health Members
 William McInnis, Chairman
 Mark Conoby, Member
 Robert Oliveri, Member
 Dr. Robert Matusow, Member
 Mark Benedict, Member
 Roxanne Hunt, Member
 Kathy Block, Associate
 Rita Dolan, Associate

DOG OFFICER REPORT

During the past year, I received 268 calls regarding dog problems in Acton throughout Acton.

The vast majority of these calls were solved over the telephone. Owners claimed all but two dogs that were picked up this year. The two unclaimed dogs that were picked up were held the required ten days. They were then taken to the Lowell Humane Shelter after it was determined that their owners could not be found.

Ten citation, under the dog restraint bylaw, were issued to owners who permitted their dogs to roam freely and became a nuisance to others.

Respectfully,

Patrick Palmer, Dog Officer

EMERGENCY MANAGEMENT AGENCY

The Acton Emergency Management Agency (AEMA) consists of the following: Communications/R.A.C.E.S. (Ham Radio Operators), Auxiliary Fire Department, Rehab Team, Shelter Management and Explorer Post #7. All the members are expected to take First Aid and CPR so that their training is always up to date. Our members provide First Aid, Communications and logistical support at many of our Town's celebrations including Patriots Day, Memorial Day, Fourth of July, NARA, Octoberfest and other events.

Through out the year different members have taken courses through the Federal Emergency Management Agency (FEMA) and Massachusetts Emergency Management Agency (MEMA).

Our members provide many volunteer hours to the Town, beyond our regular meetings, and training. The agency is ready to respond to help make a difference in time of need and are available 24 hours a day. We may be contacted by calling 978-264-655, leave a brief message along with your telephone number. A member of the Agency will return the call as soon as possible.

The Acton Emergency Management Agency maintains two literature racks that display brochures from the Federal Emergency Management Agency and the Massachusetts Emergency Management Agency. These racks are located in the Acton Memorial Library and the Acton Town Hall. Citizens are encouraged to take these free brochures. We would like to thank the Acton Memorial Library and the Acton Municipal Properties for their continued support in this project.

We are grateful for the assistance of the Acton Fire and Police Departments along with the Nursing Service for their cooperation and continued support. We are grateful to the Acton Highway Department for keeping our vehicles in running condition and to Municipal Properties for the upkeep of the Emergency Management Agency building.

Special thanks go to the dedicated volunteers who make it possible to provide the various services to the Citizens of Acton. Without their support the Agency would not be able to assist the public when needed.

The Acton Emergency Management Agency is always happy to accept applications for more volunteers. Use your skills to help your Community, for more information please call 978-264-9655 and leave a brief message. We will return your call as soon as possible.

Members of Acton Emergency Management

Aderer, Alex K1EIU – R.A.C.E.S./Communication
Campbell, Seth E – Member
Chalmers, John J – Member
Constantzos, Hector P – Member
Day, Deborah L – Member
Hilfer, Eric KB1HQN – R.A.C.E.S./Communications
Ingram, Connie Sue – Shelter Specialist
Ingram, Robert W – Warning Officer
Johnson, Don P – Director
Jones, Ann E – Shelter Specialist
King, Laurie
Landry, Carole L – Secretary
Landry, Charles J – Deputy Director, Shelter Manager
McGovern, John P – KB1HDN R.A.C.E.S./Communications
Medicus, Jeremy J – Member
Murray, John E – Director
Northup, Shelley N1VJE – R.A.C.E.S./Communications
Northup, William N1QPR – R.A.C.E.S./Communications
Ouellette, Chris KB1ICG – R.A.C.E.S./Communications
Reilly, Anne M – Dispatcher
Reilly, Edward F. KB1ICI – R.A.C.E.S./Communications,
Transportation/Equipment Officer
Sawyer, Gail L KB1ICF – R.A.C.E.S./Communications,
Deputy Director/Explorer Advisor
Simon, Susanne L – EMT/ Member
Telsey, Steven W N1BDA – R.A.C.E.S./Communications
Walker, Carlton, Jr. W1OSL – R.A.C.E.S./Communications

ACTON AUXILIARY FIRE DEPARTMENT

The Acton Auxiliary Fire Department is a division of the Acton Emergency Management Agency. It is comprised of a group of dedicated volunteers who donate their time and efforts to provide support services to the Town of Acton during times of emergency as well as during day to day operations.

The department is on automatic response to all Acton Fire Department box alarms, providing lighting as well as other support services. One of the most important of these services is "rehab" or the establishing of a rest and rehabilitation area for the personnel at a working fire or similar event. We are equipped with portable generators and lighting as well as other necessary equipment,

This year the department, through the efforts of Lt. Palma and of Acton Police Department, received several replacement vehicles. These vehicles were acquired via military surplus at no or minimal cost to the Town. We now operate with a 1987 Quad cab 4wd pickup truck and a 1987 mini pumper

We would like to thank all those who have supported and assisted us throughout the year. From the Highway department that has maintained our vehicles, to the Fire and Police departments that request our assistance. But mostly to the residents of the Town of Acton for allowing us to provide these services.

The Auxiliary Fire Department meets on the 2nd and 4th Mondays of the month at the Emergency Management Building on the corner of Rt. 27 and School St. in South Acton. Department membership is open to all individuals over the age of 18 who live or work within a 10 mile radius of the Emergency Management Building and have a genuine desire to help others through volunteering.

Respectfully submitted,

Edward F. Reilly, Captain
Acton Auxiliary Fire Department

ACTON FIRE DEPARTMENT

Once again we were fortunate that 2003 was not a year in which we experienced a number of significant fire losses. The most significant fire occurred to a single-family structure on Sawmill Road. Fortunately there was no loss of life or significant injuries although there was a significant damage to the garage, kitchen area and family room. This fire points out the critical need to maintain proper staffing coverage for anticipated fire and emergency response. In addition, this fire emphasized the need to construct a new fire station that would result in improved response times to North Acton neighborhoods.

Following is a brief synopsis of the highlights and changes for the Acton Fire Department for the year 2003.

Personnel

Firefighter Sean Kiley resigned to return to a position with the Maynard Fire Department. In addition, Captain Kevin Lyons resigned to assume the position of Fire Chief for the Town of Boxborough. This was a significant loss for this department as Captain Lyons contributed significantly during his years of service to Acton.

Veteran Firefighters Peter Robinson and James Kessler both retired. Both of these individuals served the Town for over thirty years. In addition to their many years of valuable service, these firefighters contributed significantly in a number of special duties and projects. Firefighter Kessler completed many special projects within his assigned station and assisted with the overall upkeep of our apparatus. Early in his career he served as a Firefighter/Mechanic. Firefighter Peter Robinson was responsible for our antique fire engine used in parades and displays. He contributed significantly to public fire safety education with his presentations at the annual Open House and various school and public presentations.

Members of the department were saddened with the passing of retired Captain Clarence "Skip" Frost. Captain Frost was one of the first full-time career firefighters and served not only as a dedicated firefighter but also as the first Fire Alarm Superintendent for the Town. He retired after 34 years of service with the Acton Fire Department. He continued to serve this department and the Town after his retirement in his capacity as Wiring Inspector.

Apparatus and Equipment

This year we once again attempted to replace the third of our first line engines. However, this was not done due to budget constraints. I note this specifically because we still have a 1977 engine in service that I hope we will be able to replace in the next fiscal year. It is critical to maintain safe and reliable fire apparatus not only for our firefighters but for the public that we serve.

This year the department encountered a significant problem relative to our ability to properly maintain fire apparatus. Due to new D.E.P. regulations which require tight tanks for the soapy runoff, the department was only allowed to rinse fire apparatus at the fire stations. In the interim a tight tank system has been installed and placed in service at the Highway garage, which may provide some assistance on a limited basis. However a more practical and definitive solution is necessary to properly address this issue.

The department purchased and placed into service a 12 foot enclosed trailer. Such a trailer had been previously requested but was not purchased due to budget limitations. This trailer was purchased with part of the monies received from a state grant award. This enclosed trailer will primarily contain and transport first response supplies and materials for spills and hazardous material incidents.

Captain Carl Robinson continued to serve in the extremely important position of Maintenance Officer for the department. Captain Robinson was assisted by Firefighter James Kessler and Firefighter/E.M.T Scott Morse who performed various maintenance projects while they were on-duty. Their efforts are appreciated. These tasks would not have been accomplished without additional time and expense to the Town.

As previously noted, the department received funds under the state fire safety equipment grant program. These funds were used not only to purchase a trailer but also were used to purchase some rescue equipment and additional metering devices.

Facilities

Through the efforts of our on-duty personnel and the assistance of the Municipal Properties Department, our facilities remained in fair condition for their age. The stations are in need of numerous improvements and renovations. The fire stations are now 43-53 years old and definitely show the age and wear of these years of service. Unfortunately, there has been no movement towards any fire station upgrades or renovations or planned new fire station construction.

Contracts were awarded and construction commenced on the new public safety facility at the site of the current police station. This facility will provide a new fire administration area; a state of the art combined dispatch facility and a training facility as well as an Emergency Operations facility. It is anticipated that this building will be completed at the end of 2004 or the beginning of 2005.

Emergency Medical Services

Our Emergency Medical Services continued to be our main service area to the community. As mentioned in last year's report, Captain Robert Vanderhoof has assumed the duties and responsibilities of EMS Coordinator. He has continued to perform in

an exemplary fashion and has made a number of changes and improvements to the delivery of our emergency medical services. Firefighter/EMT Robert Wetherbee and Firefighter/EMT Kris Ellicks assist Captain Vanderhoof in carrying out the responsibilities of this specialized area. Firefighter/EMT Wetherbee handles medical supplies and assists on special EMS projects. Firefighter/EMT Ellicks handles CPR and Automatic External Defibrillator training and recertification for departmental personnel. The success of this program is due to the specific efforts of these particular individuals.

The number of EMT's for the department now totals thirty-six. Personnel continued to stay current with training required to maintain their EMT status

Emergency Preparedness

Until his resignation, Captain Lyons worked on the Town of Acton Comprehensive Emergency Management Plan and also served as the Fire Department representative to the Saturn program. Saturn is an acronym for Strategic Anti-Terrorist Unified Response Network, which has resulted in the department being notified of various terrorist alerts and informational bulletins.

Environmental Services

There were five environmental assessments conducted. These environmental assessments were completed by Firefighter/EMT William Klauer who also serves as our Underground Storage Tank Coordinator/ Environmental Coordinator.

Fire Alarms

Our Fire Alarm Superintendent Captain George Williams, assisted by Firefighter Forrest Bean, continued to maintain and expand the municipal fire alarm system. A number of new master fire alarm boxes were added as construction and renovation to place within the Town. The Fire Alarm Superintendent continued to meet with and participate with the Dispatch Task Force formed under the Public Safety Facility committee. The Fire Alarm Superintendent has also been involved as construction commenced on the new Public Safety building. The major task at this point is to oversee the planning and preparation to provide for the necessary cabling in order to connect to and receive fire alarms at the new dispatch center.

The fire alarm division also continued to remain quite busy installing and removing the overhead banners that announce various community and civic activities.

Fire Prevention

We have attempted to maintain our SAFE program despite budget cuts at the state level. The SAFE program is an educational program conducted in the schools dealing with Student Awareness of Fire Education or SAFE. In our department we are fortunate to have a number of firefighters involved in this program. These firefighters included Firefighter / EMT's William Klauer, Kenneth Carroll, Kris Ellicks, Anita Arnum, Richard Sullivan and Firefighter Bruce Stone.

In October a successful Open House was organized and conducted by Acton Firefighters. This annual event continues to be well received by the Town and would not be possible without the volunteer efforts of the Acton Firefighters who donated their time to provide this open house opportunity for the public. The event was organized and directed once again by one of our newer firefighters, Firefighter/E.M.T Jared Crowley.

Our fire prevention efforts in the areas of engineering, enforcement and public education continued. There were eighty-seven (87) commercial and one hundred and thirty-three (133) residential plan reviews and resultant inspections of these occupancies conducted during the course of the year. Firefighter/EMT William Klauer conducted the majority of these reviews.

There also continued to be many opportunities for public education conducted by this Department. These included station tours, school visits, school inspections, quarterly inspections, safety fair, etc. These public education efforts were conducted by many Acton Fire Department personnel and were well received by all that attended or participated. Firefighter/EMT William Klauer also serves as our Public Education Coordinator for all these events in addition to his responsibilities as a part time Fire Inspector.

Firefighter/EMT James Ray assumed duties as the Fire-Arson Investigator for the department. In this position he also serves as an investigator for a regional investigation team for the towns of Acton, Concord and Maynard. During the course of the year Firefighter/EMT Ray conducted or participated in the investigation of a several fires in these surrounding towns as well as our own fire investigations.

As President of the Fire Prevention Association of Massachusetts, Firefighter/EMT William Klauer remained active in this specialized area of expertise. Most notable, was his selection and participation on the Governor's task force convened to investigate and make recommendations on nightclub fire safety in the wake of the tragic fire that occurred in Warwick, Rhode Island resulting in the death of 100 individuals as well as many injured. Firefighter/EMT Klauer served on this task force along with Town Manager, Don P. Johnson. As a result of their efforts and those of the task force a comprehensive report resulted with both practical and legislative recommendations that hopefully will avert such a tragedy in Massachusetts in the future.

Hazardous Materials

Once again we were fortunate that there were no significant hazardous material incidents to report during the course of the year. Firefighter/EMT Anita Arnum continued to train as a member of the District 14 Regional Hazardous Material Team. The Regional Hazardous Material Teams continued to train and equip themselves in preparation not only for hazardous material incidents but also in preparation for those incidents that may be the result of terrorist activities.

Training

A major focus of our departmental activities continues to be in the area of training. We are constantly trying to increase, upgrade and/or enhance this vital fire service function. Captain Kevin Lyons and Lt. Robert Smith directed this critical operation. Many of our drills were conducted on an in-service basis for on-duty personnel.

A number of firefighters who provide public education services attended specialized SAFE (Student Awareness of Fire Education) training at a conference in the fall.

In addition to the courses listed above, fire and EMS personnel continued to attend many other courses. The Massachusetts Fire Academy offered some of these courses and local colleges offered others for Firefighter/EMT's to continue working towards degrees in Fire Science.

Conclusion

I need to stress the dedication, professionalism and contributions of our personnel. The success that we achieve as a department is not possible without their efforts. I wish to thank all the fire department personnel for their consistent and continued assistance and cooperation during the past year. I would also to thank all other town departments and agencies for their assistance. I would especially like to acknowledge and thank the Emergency Management Auxiliary Fire Department for their continued support and assistance at fire scenes as well as other fire department activities during the course of the year. I cannot stress enough that their efforts and assistance are always beneficial and much appreciated. They are always there when needed at fire scenes and other emergencies. Many residents and some businesses sent notes of thanks or have dropped off cookies, or sandwiches or a cake for our personnel. These kind gestures and thanks for the efforts of our personnel are very much appreciated and are very gratifying.

Concluding this report is a statistical summary of activities during the year as compiled and reported by Captain Robert Vanderhoof and Firefighter/EMT William Klauer. This report could not be completed without the efforts and assistance of these two, who have my specific thanks and appreciation for their efforts and assistance.

Robert C. Craig
Fire Chief

**ACTON FIRE DEPARTMENT
ANNUAL STATISTICS – 2003**

MEDICAL EMERGENCIES

Medicals, in town	998
Medicals, out of town	30

FIRES

Chimney fires	0
Structure fires	14
Brush fires	5
Illegal burning	0
Motor vehicle fires	14
Personal property fires	0
Refuse fires	5
Fire, miscellaneous	53
Outside leak with fire	0
Controlled burning	0

SPECIAL SERVICE

Assist police	4
Inspection	858
Master box activity	1181
Lock outs	48
Miscellaneous	103
Water problems	24
Mutual aid dispatched	16

TOTAL INCIDENT RESPONSES 4339

ALARM INVESTIGATIONS

False alarms	17
Alarm malfunctions	143
Accidental alarms	90
Alarm, other than fire	3

HAZARDOUS CONDITIONS

Explosions	0
Lightning strikes	11
Food on the stove	66
Leak, no ignition	13
Excessive heat	3
Power lines down	15
Electrical problem	22
Spill, hazardous material	0
Smoke condition	20
Gas leak	14
Lock in	11
Motor vehicle accidents	162
Animal rescue	1
Rescues	4
Searches	0
Hazardous condition	2
Carbon monoxide	4

PERMITS

Blasting	5
Fire alarm installation	78
Flammables	1
Underground storage	0
Propane storage	36
Open burning	918
Fuel oil storage or burner	57
Underground tank removal	13
Sprinkler	29
Mobile/portable tanks	0
Miscellaneous	13
Powder	0
Agricultural	3
Fireworks	1
Smoke detectors	398

TOTAL PERMITS 1552

INVESTIGATIONS

Carbon monoxide detectors	2
Complaint	6
Bomb threats	0
Honest mistake	12
Nothing found	8
Odor	11
Power outage	0
Fire investigations	3
Miscellaneous	343
Permit fires	0

ACTON POLICE DEPARTMENT

Members of the Acton Police Department

Chief's Message

The past year has been a difficult one with an increasing workload at all levels of the department. We continued to do more with less as the difficult economy took its toll on the municipal budgets. The officers of the department as well as the dispatchers and clerical staff did their best to make sure that the job was done well and I appreciate their efforts to that end. It is expected that the next few years will continue to be difficult and budget problems will mount.

The department received a federal grant in the amount of \$250,000 in order to have two police officers assigned to the schools on a full-time basis. This has been one of my goals for the past several years. It improves school safety which is one of my primary concerns and puts officers in direct contact with students so they may intervene before youthful offenders get in more serious trouble. The relationships that develop with the officers in the schools will go a long way to improving our response to the needs of the school personnel and the approximately 5,000 students under their care.

Terrorism remains a major concern and much of our effort went into training and planning for our response to such events. We continue to work on our emergency response plans and conduct periodic meetings and drills with our partners who will be with us during such catastrophic events.

The Sex Offender Registry has generated much interest in the community due to the headlines generated across the country about numerous high profile child abduction incidents. Our detectives devote a significant amount of time to checking on registered sex offenders who live or work in the community and are required to register with the department. We will continue to invest resources to keep these individuals in compliance with the law.

The major good news for us last year was a new construction project for a public safety facility that has been in the planning stages for at least the past six years. During 2003 the developer completed work on the site and constructed the foundation. Occupancy is likely in early 2005. Once again I appreciate the help of all the people who worked so hard on this project and the town residents who supported it.

Francis J. Widmayer III
Chief of Police

CHIEF OF POLICE

Francis J. Widmayer III

LIEUTENANTS

Donald L. Palma Jr.
Thomas Rogers

SERGEANTS

Robert L. Parisi
Bruce A. Nadeau
James A. Cogan
Raymond P. Grey
Edward Lawton Jr.

POLICE OFFICERS

Paul Cogan
Robert Cowan
James Goodemote
Christopher Browne
Christopher Prehl
Frederick Rentschler
John Cooney
Scott Howe
Michael Cogan
Kevin Heffernan
Lisa Driscoll
Luke Penney
Leo Gower
Dean Keeler
Gardena Abramowitz
Keith Campbell
Daniel Silva
Douglas Sturniolo
Scott Krug
Brian Bandini
Daniel Holway
Todd McKelvie
Tricia Dellicicchi
John Dristilaris

POLICE MATRONS

Faith Williams
Debra Richardson
Christine Joyce
Kerri Williams

SECRETARIES

Faith Williams
Kerri Williams

DISPATCHERS**Calls For Service By Calendar Year**

Faith Williams

Kevin Antonelli

Anne Milligan

Paul Connors

Robert Merrill

Roger Wallace

David Joachim

Jonathan Stackhouse

OPERATIONAL ASSIGNMENTS**Officer In Charge of Patrol Division**

Lt. Thomas Rogers

Officer In Charge of Special Services

Lt. Donald Palma

Officer In Charge of Detectives

Sgt. Robert Parisi

Department Prosecutor

Det. Frederick Rentschler

Detectives

Det. Christopher Browne

Det. Kevin Heffernan

Youth Officer

Det. Scott Howe

Det. James Goodemote

Det. Dan Silva

Safety/Traffic/Crime Prevention Officers

Det. Robert Cowan

Det. Christopher Prehl

Training Officer

Lt. Donald Palma

Domestic Violence Intervention Unit

Sgt. Raymond Grey

Det. James Goodemote

Ptl. Daniel Silva

Accident - No Injury

Accident With Injuries

Alarm Received

Animal Complaint

Arrests

Arson

Assault

Break & Entry

Bylaw Violation

Child Abuse Complaint

Civil Complaint

Community Policing

C.O.R.I. Record Check

Disturbance

Domestic Disturbance

Drug Violation

Fire Call

Forgery

General Service

Gun Violation

Hazardous Material

Health Hazard

Kidnapping Attempt

Larceny

Larceny Of Motor Vehicle

Lockout

Malicious Destruction

Medical Emergency

Missing Person

Motor Vehicle Complaint

Mutual-Aid Call

Police Information

Protective Custody

Rape

Warrant Recalled

Vehicle Repossession

Robbery Armed/Unarmed

Security Check

Sexual Assault

Sro (School Resource Officer)

Sudden Death

Suicide Attempt

Suspicious Activity

Annoying Telephone Calls

Threatening

Traffic Citations

Traffic Hazard

Trespassing Complaint

Total Count =

2002**2003**

543

617

103

89

1184

1150

228

306

292

290

3

0

44

40

61

63

40

8

11

16

30

29

258

547

7

11

327

328

248

292

22

20

398

441

0

3

2301

1879

7

15

6

6

238

244

1

0

265

290

24

31

73

65

223

179

872

851

93

78

5075

5258

65

96

2044

1597

39

61

2

4

6

8

13

20

2

0

3030

3871

8

2

218

375

11

8

33

22

1202

1502

61

47

46

46

2700

3206

1020

1271

53

61

23,530

25,343

PATROL DIVISION

Last year all of our patrol staffing goals were reached, allowing us to maintain a significant police presence in the community. This allowed our patrol force the opportunity to redefine its mission with emphasis upon professionalism, Community Policing and pro-active patrol techniques. Today, Acton remains one of the safest communities in Massachusetts.

Patrol officer Lisa Driscoll remained out on injury leave while Patrolman Brian Bandini was called back to service with the United States Marine Corps, deployed to "Operation Enduring Freedom." Former patrolman John Dristilaris temporarily filled in to help with staffing requirements and proved to be a valuable asset. Sergeant Bruce Nadeau retired December 31, 2003 after a long career in Acton and Patrolman John Cooney was promoted to replace him.

The safety and welfare of our young citizens continues to be our most important priority. Patrol officers routinely visited school complexes, playgrounds and local youth hangouts. Mutual understanding and better communications occurred regularly as a result of working together with our kids for the common goals.

Traffic violations continue to be one of our most persistent problems. Patrol officers working closely with our traffic unit continue to run radar and maintain a high state of readiness to address this dangerous community dilemma.

Duty, honor and community continue to be our marching theme. Acton Police patrol officers look forward to serving and protecting the people of Acton in 2004.

Lt. Thomas Rogers
Patrol Division Commander

SPECIAL SERVICES DIVISION

The Special Services Division has continued in its role in the administration of the department. Research of funding and grant opportunities has allowed for continued success in community based programs including, car seat safety, school resource officers, COA liaison, senior citizen awareness programs and traffic safety programs.

Additionally, through research and donation, we have been able to upgrade the community operations vehicle and obtain vehicles and equipment for Acton Emergency Management. The division continues to support the D.A.R.E. program, as well as several college internships. Grant funding has allowed for upgrades to communications equipment and the purchase of specialized equipment for use in traffic enforcement, accident reconstruction and crime scene investigation.

Dispatch continues to be a key and critical component of the public safety system within the town. Dispatchers have received updated training and continue with specialized training including, legal update, medical response and critical incident response training.

Dispatchers have reviewed and assisted in update of emergency response and critical incident response plans for the department. Additionally, all dispatchers have received training on the release of sex offender information.

Traffic / Safety

Traffic Sign Requests	21
Radar Request	36
Accident Reconstructions	4
Complaints by School Bus Drivers	48
Taxi complaints	0
Erratic Operations complaints	20
Junk Car Violations	6
Abandoned Motor Vehicle	14
Crime Prevention Meetings	5

Investigations

Detectives have continued to remain active during this year. Activities in the adult investigative section are as follows:

Newly opened investigations for 2003	133
Assist other Law Enforcement with investigations	9
Unfounded	3
Solved (court action)	56
Continuing	69
Referred to other agencies including Federal Law Enforcement	5

Training

In-Service Training

All officers attended In-Service training at the Lowell Police Academy. Training included criminal and motor vehicle law updates, first aid and CPR recertification, domestic preparedness and less lethal force.

Firearms

All officers qualified with all weapons in service at the department. This includes issued sidearm, shotgun, patrol rifles, less lethal bean bag rounds and pepper ball.

Specialized Training

Officers from this department attended several specialized trainings:

Domestic Violence: 20 officers attended domestic violence training updates.

Domestic Preparedness: Officers have received training in terrorism investigation, Homeland security, critical incident response training.

School Safety: Three officers have received advance school resource officer training, including critical incident response to schools, emergency planning and preparation.

Command Training: One Sergeant attended advanced command training. All command staff and supervisors have now attended this training.

Investigative: Detectives have attended various training, including vehicle examination, search warrant preparation and internet crime investigation.

Juvenile Officers

Juvenile investigations opened 2003	95
Assist other Law Enforcement with investigations	10
Solved (court action)	22
Continuing	6
Referred to other agencies	10
Child Car Seat installations	250
D.A.R.E. classes	60
Classes (other)	30

Lt. Don Palma

Special Services Division Commander

YOUTH SERVICES

The Youth Services Division of the police department has expanded further with the acceptance of the "COPS in schools" grant. This grant has provided funding for an additional two officers. These officers were assigned directly to the schools and were involved in all school activities. Daniel Silva was reassigned to one of these positions. Dan's responsibilities include all after school activities and nighttime events.

Det. Jim Goodemote continues with the role of full time school resource officer because of this grant. Jim's responsibilities include the Junior High School and the High School during school hours.

Det. Scott Howe continued in the Youth Division with the D.A.R.E. program and investigations involving juveniles. The division continues to be responsible for many different activities including; investigations of crimes involving victims and/or perpetrators who are under the age of 17, children's programs regarding safety, displays at area events, child safety seat checkpoints, meetings with community leaders and the continuation of the D.A.R.E. program.

The Youth Services Division continues to expand its role in terms of Children's Safety programs. Currently, the officers offer classes on Halloween Safety, Basic Safety and Internet Safety, to name a few. These classes are presented with the cooperation of all of the schools within Acton. Additionally, the division assists with Boy Scouts, Girl Scouts, Cub Scouts and Brownies in their instruction of safety with speeches and tours of the Police Station.

The Youth Officers participate in many community events in which they are able to display and offer a vast array of information. The community services include displays and information at Octoberfest, NARA, the Memorial Library, Elementary School Open Houses and the Civilian Police Academy. These displays include informal discussions and handouts regarding safety issues, fingerprinting and community concerns. These events have proven to be an exciting and vital link between the police and the community. The information exchange between the two groups continues to grow, making the relationship even more important.

Det. Kevin Heffernan and Det. Scott Howe continue to assist the public with the installation of child safety seats. This program, which began one year ago, has proven to be popular and important. Nationally, 95% of car safety seats are installed incorrectly. The officer's inspected approximately 250 seats in the past year, only three proved to be installed correctly. For more information, contact either officer at the police station.

Weekly, the youth officers attend meetings with the Acton Boxborough Regional High School Administration, the Raymond J. Grey Junior High School Administration and the Juvenile Probation Department of the Framingham Juvenile Court. Additionally, there are monthly Community Based Justice (CBJ) meetings, which involve the Middlesex County District Attorney's Office, Concord, Bedford, Maynard, Stow, and Lexington school and police officials. These meetings allow information to flow between the agencies to identify and address potential problems.

Det. Howe and Det. Goodemote continue as "Supervisors of Attendance" for the Regional and Public Schools. This allows the schools the resources of the Police Department and the Courts in regards to student attendance.

The D.A.R.E. program continues to assist sixth grade students with violence and drug prevention. The Youth Services Division no longer receives grant monies to assist in this endeavor however the program continues to enjoy strong support and interest. The DARE officers also provide an e-mail address for students, teachers and parents to address questions and concerns. These addresses are Showe@town.acton.ma.us and JGoodemote@town.acton.ma.us

ACTON POST/CREW 7

SEARCH & RESCUE

Explorer Post/Venturer Crew 7 is a division of the Boy Scouts of America, sponsored by the Acton Lions Club, in conjunction with the Acton Emergency Management Agency. Meetings are held every Wednesday evening at 7:30 PM at the Emergency Management Headquarters on School Street in South Acton. New members, both male and female, between 14 and 22 years old are always welcome. If interested, please call 978-264-9655 and leave a brief message and we will get back to you as soon as possible.

We participated in many town activities including the Conant School Craft Fair, the Acton Lions Club Ski & Skate Sale, and the Winterfest at NARA.

We would like to thank the Acton Police Department for the opportunity of working with them at events this year.

Our Advisors and Members are annually certified in First Aid and CPR. In addition, some of our members are certified as First Responders. We attended Boy Scout Camporees and Council Events to provide First Aid Services as needed.

We wish to thank the Acton Lions Club for their continuing sponsorship in giving the youth of today the opportunity to work toward a better tomorrow.

Members

Gail Sawyer – Advisor
Ann Jones – Associate Advisor
Edward Reilly – Associate Advisor
Wayne Niemi – Associate Advisor
Charles Landry – Committee Chairman
Mark Casey – Member
Scott Landry – Member
Chris Ouellette – Member
Tim Pare' – Member
Katie Day- Member
Daniel Mark- Member
Charles Lombardo-Member

ABSTRACT ANNUAL TOWN MEETING HELD APRIL 7, 2003

WITH ADJOURNED SESSION HELD APRIL 8, 2003
AT THE ACTON-BOXBOROUGH HIGH SCHOOL AUDI-
TORIUM

Number of Registered voters attending Town Meeting
APRIL 7, 944 APRIL 8, 323

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* Consent Calendar	# Citizen Petition	

The Moderator, Mr. MacKenzie, called the meeting to order on Monday, April 7, 2003 at 7:08 PM. He introduced Reverend Mr. Peter Larson of the Acton Congregational Church. Mr. Larson gave the invocation.

Mr. MacKenzie introduced Mr. William (Trey) Shupert, Chairman of the Board of Selectmen. Mr. Shupert introduced the members of the Board of Selectmen, F. Dore' Hunter, Peter Ashton, and Walter Foster. He introduced the Town Manager, Don Johnson, Town Counsel, Mike Callaghan, Town Clerk, Edward Ellis, and Town Treasurer, John Murray.

Mr. Shupert then introduced Selectwoman Pamela Harting-Barrat, who is stepping down from public office. He recognized and thanked her for the many years of service to the Town of Acton, eight years on the Planning Board, twelve years on the School Committee and three as Selectmen.

The Moderator called Senator Pamela Resor and Representative James Eldridge to come forward to present Ms Pamela Harting-Barrat with a Resolution from the House of Representatives and the State Senate signed by them and Representative Cory Atkins.

This resolution recognized her contribution for making Acton a better community.

Mr. MacKenzie then introduced Mr. Robert Evans, Chairman of the Finance Committee. Mr. Evans introduced the members of the Finance Committee: Sidney Johnston, Jonathan Chinitz, Rheta Roeber, Herman Kabakoff, Ian Moncrieff, Gim Hom and John Ryder.

Mr. MacKenzie informed town meeting that they would be voting on the motions that are read, not the articles as written in the warrant. He then explained some basic rules and regulations of the town meeting.

Mr. MacKenzie explained how the CONSENT CALENDAR is voted and proceeded to read the articles on the Consent Calendar:

CONSENT MOTION:

Mr. Shupert moves that the Town take up the 26 articles in the consent calendar on pages 22 through 24 of the warrant (Articles; 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 19, 20, 21, 22, 30, 33, 35, 38, 39, 40, 41, 42, 43, 44)

ARTICLE 1 CHOOSE TOWN OFFICERS

(Majority vote)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

Moderator	\$20.00 per Town Meeting session
Board of Selectmen, Chairman	\$750.00 per year
Board of Selectmen, Member	\$650.00 per year

, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town fix the compensation for elected officers as shown in the Warrant.

Frances Moretti, Trustee of the Charlotte Goodnow Fund, nominates Sally Moore, 19 Whittier Drive, for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2006.

Forrest E. Bean, Trustee of the Fireman's Relief Fund of West Acton, nominates Edward M. Bennett, 135 Hayward Road, for the position of Trustee of the Fireman's Relief Fund of West Acton, term to expire 2006.

Cornelia O. Huber, Trustee of the Elizabeth White Fund, nominates Frank Joyner, 8 Birch Ridge Road, for the position of Trustee of the Elizabeth White Fund, term to expire 2006.

William A. Klauer, Trustee of the Fireman's Relief Fund Acton, nominates Allen H. Nelson, 32 Parker Street, for the position of Trustee of the Fireman's Relief Fund Acton, term to expire 2006.

The Trustees of the West Acton Citizens' Library nominate Peter J. Guilmette, 9 Cherry Ridge Road, for the position of Trustee of the West Acton Citizens' Library, term to expire 2006.

MOTION CARRIES UNANIMOUSLY

ARTICLE 2 HEAR AND ACCEPT REPORTS

(Majority vote)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town accepts the reports of the various Town Officers and Boards as set forth in the 2002 Town Report and that the Moderator calls for any other reports.

The Moderator introduced Mr. George Lussier, Co-Chair of the Commission on Disabilities who spoke on the handicapped accessibility of the Arboretum and presented a short film on the subject.

MOTION CARRIES UNANIMOUSLY

ARTICLE 3 * COUNCIL ON AGING VAN ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$72,200, or any other sum, to operate the Senior Van Service, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town appropriate \$72,200, to be expended by the Town Manager, for the purpose of operating the Town of Acton Senior and Disabled Citizen Van service, and to raise such amount, \$72,200 be transferred from the Council on Aging Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 4 * NURSING ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$583,704, or any other sum, to provide Public Health and Visiting Nurse Services, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town appropriate \$583,704, to be expended by the Town Manager, for the purpose of operating the Public Health Nursing Service, and to raise such amount, \$583,704 be transferred from the Nursing Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 5 * SEPTAGE DISPOSAL ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$222,414, or any other sum, for the purpose of septage disposal, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town appropriate \$222,414, to be expended by the Town Manager, for the purpose of septage disposal, and to raise such amount, \$222,414 be transferred from the Septage Disposal Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 6 * SEWER ENTERPRISE BUDGET
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$1,454,750, or any other sum, for the purpose of operating and maintaining a sewer collection and treatment facility, in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

Fund	FY04 Estimated Revenue	FY04 Authorized Expenditure
School Department		
Douglas at Dawn/Dusk	\$100,000	\$100,000
Merriam Mornings/Afternoons/Summer	\$30,000	\$30,000
Gates Amazing Programs	\$30,000	\$30,000
Historic District Commission	\$600	\$600
Building Department		
Includes fees for Microfilming, Electrical Permits, Plumbing Permits, Gas Permits, Sign Licenses and Periodic Inspection Fees	\$161,800	\$161,763
Sealer of Weights and Measures	\$10,350	\$10,315
Health Department		
Food Service Inspections	\$24,800	\$24,754
Hazardous Materials Inspections	\$66,100	\$66,045
Fire Department		
Fire Alarm Network	\$47,000	\$46,599

, or take any other action relative thereto.

MOTION: Mr. Foster moves that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued for FY03 in the amounts and for the purposes set forth in the expense column of this article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 8 * CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM
(Majority vote)

MOTION: Mr. Shupert moves that the Town appropriate \$1,454,750, to be expended by the Town Manager, for the purpose of operating the sewer system, and to raise such amount, \$1,454,750 be transferred from the Sewer Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 7 * SECTION 53E½ SELF-FUNDING PROGRAMS
(Majority vote)

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 44, Section 53E½ to continue revolving funds for the Local School System, to be expended by the Superintendent of Schools; and for the Historic District Commission, Building Department, Sealer of Weights and Measures, Health Inspectional Services, and Fire Department Fire Alarm Network, to be expended by the Town Manager, as noted below:

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money for highway improvements under the authority of the Massachusetts General Laws, Chapter 90, and any other applicable laws, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town Manager is authorized to accept Highway funds from all sources and such funds are hereby appropriated for the purposes outlined by such reimbursement.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 9 * FEDERAL AND STATE REIMBURSEMENT AID

(Majority vote)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other occurrence during Fiscal Year 2004, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town Manager is authorized to accept federal and state reimbursement funds from all sources and such funds are hereby appropriated for the purposes outlined by such reimbursement.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 10 * TAX COLLECTIONS

(Majority vote)

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 60, Section 2, Paragraph 2, allowing the abatement of certain taxes, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town accept the provisions of Massachusetts General Laws, Chapter 60, Section 2, Paragraph 2, allowing for the abatement of certain taxes.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 11 * SALE OF FORECLOSED PROPERTIES

(Majority vote)

To see if the Town will vote to authorize the Board of Selectmen to dispose of foreclosed properties acquired by the Town for nonpayment of taxes in accordance with the provisions of Massachusetts General Laws, or take any other action relative thereto.

MOTION: Mr. Hunter moves in the words of the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 12 * OPTIONS FOR TAX TITLE FORECLOSURE

(Majority vote)

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 60, Section 77C, which permits towns to accept a deed from all persons with an interest in certain properties on which there are outstanding taxes and charges as an alternative to tax taking and foreclosure procedures, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town accept the provisions of Massachusetts General Laws, Chapter 60, Section 77C, related to tax taking and foreclosure procedures.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 13 * ELDERLY TAX RELIEF

(Majority vote)

To see if the Town will vote to continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town continue to accept the provisions of Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 14 * SENIOR TAX EXEMPTION OPTIONS (CLAUSE 41C)

(Majority vote)

To see if the Town will vote to accept the provisions of Chapter 184, Section 51 of the Acts of 2002, amending Massachusetts General Laws, Chapter 59, Section 5 (41C), allowing the Town to reduce the eligibility age, increase the gross receipts eligibility standards, increase the limits on the value of estates (within specified parameters) and increase tax exemption amounts up to 100% for senior citizens, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town accept the provisions of Chapter 184, Section 51 of the Acts of 2002, amending Massachusetts General Laws, Chapter 59, Section 5 (41C), providing for maximum allowable tax relief benefits for senior citizens.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 15 BUDGET TRANSFER

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, an amount of money to be used in conjunction with funds appropriated under the current fiscal year's budgets to be used during the current fiscal year, or make any other adjustments to the current fiscal year budgets and appropriations that may be necessary, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town take no action.

MOTION CARRIES UNANIMOUSLY

ARTICLE 16 TOWN OPERATING BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the departments, offices and boards of the Town, exclusive of the school budgets, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town appropriate \$18,552,513, to be expended by the Town Manager, for the purpose of funding the Municipal Budget for the period July 1, 2003 to June 30, 2004, and to raise such amount,

\$18,358,078 be raised and appropriated,

\$125,000 be transferred from Free Cash,

\$69,435 be transferred from Cemetery Trust funds for Cemetery use,

And that the Town Manager be authorized to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds received.

MOTION CARRIES

ARTICLE 17 DRAINAGE REPAIRS – DPW FACILITY

(Two-thirds vote)

To see if the Town will vote to appropriate \$212,500, or any other sum, for the purpose of making extraordinary repairs to the DPW Building located at 14 Forest Road.

MOTION: Mr. Ashton moves that the Town appropriate \$212,500, to be expended by the Town Manager, for the purpose of making extraordinary repairs to the Department of Public Works building, including any engineering fees, cost estimating fees and other costs incidental thereto, and to raise such amount, \$212,500 be transferred from the Stabilization Account.

MOTION CARRIES UNANIMOUSLY

ARTICLE 18 NESWC ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$4,091,013, or any other sum, for the purpose of solid waste disposal in accordance with Massachusetts General Laws, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town appropriate \$4,091,013, to be expended by the Town Manager, for the purpose of solid waste disposal, and to raise such amount,

\$3,724,013 be transferred from the NESWC Enterprise Fund, and \$367,000 be raised and appropriated.

MOTION CARRIES UNANIMOUSLY

ARTICLE 19 * TOWN BOARD SUPPORT – SPECIAL PROJECTS

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$1,000, or any other sum, to be expended by the Town Manager for the ongoing expenses of the Acton-Boxborough Cultural Council for programs in Acton, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town raise and appropriate \$1,000 for the ongoing expenses of the Acton-Boxborough Cultural Council.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 20 * PLOWING OF PRIVATE WAYS

(Majority vote)

CONSENT HELD

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to be expended by the Town Manager for the costs associated with the plowing of private ways open to public use, as designated by the Board of Selectmen, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town raise and appropriate \$12,000, to be expended by the Town Manager, for plowing of private ways open to public use as designated by the Board of Selectmen.

MOTION CARRIES

ARTICLE 21 * AMEND TOWN BYLAWS – DOG LICENSE FEES

(Majority vote)

To see if the Town will vote to amend the Town Bylaws, Chapter E, Section E22, to eliminate the last sentence and the schedule of Fees, and to replace such with the following text:

“The fee for such license will be determined by the Board of Selectmen in a public meeting.”

, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town adopt the bylaw amendments as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 22 * AMBULANCE FEES

(Majority vote)

To see if the Town will authorize the segregation of ambulance fees into a fund to be used solely for acquiring equipment used in providing Emergency Medical Services (EMS), including but not limited to defraying the maturing debt and interest or lease costs thereof, or take any other action relative thereto.

MOTION: Mr. Foster moves in the words of the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 23 HOME RULE PETITION – VOTER INFORMATION

(Majority vote)

To see if the Town will petition the General Court to adopt a home rule act authorizing the Board of Selectmen to send certain information to the registered voters in the Town of Acton in substantially the form set forth below:

An Act Authorizing The Town Of Acton To Send Certain Information To Registered Voters In The Town Of Acton

Section 1. Notwithstanding the provisions of any general or special law to the contrary, the board of selectmen of the Town of Acton shall, at least seven days before any election at which a binding or non-binding question shall be submitted solely to the voters of said town, cause to be printed and sent to each residence of one or more voters whose name appears on the latest active voting list for said town and make available at each polling place (a) the full text of such question; (b) a fair and concise summary of such question, including a one-sentence statement describing the effect of a yes or no vote, prepared by the Town Counsel of said town; and (c) arguments for and against such question as provided in section 2.

Section 2. No argument shall contain more than two hundred and fifty words. Said board of selectmen shall seek written arguments from the principal proponents and opponents of each such question. Said board of selectmen shall designate a date by which written arguments must be received, in a written notice to the principal proponents and opponents. Said notice must be issued at least fourteen days before the date by which the written arguments must be received.

Section 3. For the purposes of this act, the principal proponents and opponents of any such question shall be those persons determined by said board of selectmen to be best able to present the arguments for and against such question. The principal proponents or opponents of such a question may include a town or district officer or committee, such as a finance committee or school committee, and the principal proponents may include the first ten signers or a majority of the first ten signers of any

petition initiating the placement of such question on the ballot. In determining the principal proponents and opponents of such a question, said board of selectmen shall contact each ballot question committee, if any, as defined in section 1 of chapter fifty-five of the General Laws, organized specifically to influence the outcome of the vote on such question. If no argument is received by said board of selectmen within the time allowed by this act, the Town Counsel shall prepare such argument.

Section 4. All arguments filed with said board of selectmen pursuant to this act, and the summary prepared pursuant to section 1(a) shall be open to public inspection at the office of the town clerk of said town, and if the vote affects a district, the arguments and summary shall be open to public inspection at the office of the clerk of each city or town within the jurisdiction of the district.

Section 5. This act shall apply where the question presented involves the regional district of which the town of Acton is a member or involves a joint undertaking by said town of Acton and any one or more cities or towns.

Section 6. This act shall take effect upon its passage.

, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town authorize the Board of Selectmen to petition the General Court to enact a special law authorizing the Board of Selectmen to send certain information to the registered voters in the Town of Acton in substantially the form set forth in the Article.

MOTIOM CARRIES

ARTICLE 24 HEALTH INSURANCE TRUST AGREEMENT

(Majority vote)

To see if the Town will vote to authorize the Board of Selectmen to enter into a revised Health Insurance Trust Agreement between the Town of Acton and the Acton-Boxborough Regional School District, in accordance with the provisions of Massachusetts General Laws, Chapter 32B and Chapter 40, Section 4A, in substantially the form set out below, but subject to review by counsel of the Town and the District and the votes of the Board of Selectmen and the Acton-Boxborough Regional School District approving the final draft, or take any other action relative thereto.

Article 1: Authority and Purpose

This agreement is entered into under M.G.L. Chapter 32B, Section 12 to enable the governmental units executing this agreement and any additional governmental units accepted for participation in accordance with the procedures described in Article 3 and Article 12 hereof, to join together, by means

of a Massachusetts Municipal Insurance Trust, in negotiating and purchasing policies and contracts of insurance and other contracts, including but not limited to health insurance, Health Maintenance Organization coverage, reinsurance, Administrative Services, Medicare supplement coverage, Preferred Provider Arrangements, Medigap plans, and other programs of group health coverage, (hereinafter collectively referred to as "group health plans") and to establish a Trust (as hereafter described) to aid in the implementation of this Agreement.

Article 2: Participants

The participants in this Agreement, hereinafter referred to as "Participating Governmental Units," are the Town of Acton and the Acton-Boxborough Regional School District. Additional governmental units may be added pursuant to Article 3 and Article 12. The organization of Participating Governmental Units established by this Agreement shall be called the "Acton Health Insurance Trust," sometimes hereinafter referred to as the "Trust."

Article 3: Term of Agreement and Participation

3.1 Term of Agreement

This Agreement shall take effect on July 1, 2003 (hereinafter sometimes referred to as the "effective date") provided it has been authorized by vote of the Acton Boxborough Regional School District, and by vote of Town Meeting for the Town of Acton. This Agreement shall continue in full force and effect, subject to amendment in accordance with the terms of Article 2, as long as two or more governmental units elect to continue participation.

3.2 Acceptance of New Participating Governmental Units

Any governmental unit may make application to become a Participating Governmental Unit, in accordance with the terms of this Article 3. Applications for participation shall be reviewed by the Board of Trustees (the Board) established under Article 4 who shall make a recommendation regarding acceptance to the appropriate public authorities of the existing Participating Governmental Units. The application shall include information concerning the anticipated number of employees and retired employees to be covered, the cost of health insurance coverage and the loss and expense experience of the applicant governmental unit for the prior three years, and such other information as the Board requests.

If the appropriate public authority of each existing Participating Governmental Unit votes to accept such additional governmental unit, it shall become a Participating Governmental Unit, upon such terms and conditions, including such amendments of this Agreement as may be necessary or appropriate, to be effective on a date to be mutually agreed upon, which shall ordinarily be at the end of a fiscal year.

Within thirty (30) days of the date of acceptance of a candidate Participating Governmental Unit, the candidate Participating Governmental Unit shall execute this Agreement, and shall appoint two (2) Trustees and an alternate in accordance with Articles 4 and 7 of this Agreement and shall be bound by all terms, conditions, and requirements of this Agreement and of the administrative procedures in effect from time to time, including but not limited to agreement as to the appropriate voting rights of each member.

3.3 Withdrawal from Participation

Any Participating Governmental Unit may withdraw from participation in the Acton Health Insurance Trust at its discretion. Any Participating Governmental Unit electing to withdraw from participation in this Agreement shall notify the Board of Trustees of its intent, in writing, at least ninety (90) days prior to the end of the fiscal year. Such withdrawal shall take effect at the end of that fiscal year. The Participating Governmental Unit withdrawing shall remain liable for all charges, expenses, and other assessments and shall be entitled to receive its proportionate share of any surplus for the period of its participation as provided in Articles 10 and 11.

3.4 Termination of Participation

Any Participating Governmental Unit which is ninety (90) days or more in arrears of any payment due under Article 10 or Article 11 or which fails to meet its obligations and responsibilities under this Agreement, may be terminated from participation in the Trust by a vote of the appropriate public authorities of the Participating Governmental Units and an affirmative vote of the Finance Committee of the town of Acton, following a recommendation by the Board of Trustees. The Participating Governmental Unit withdrawing shall remain liable for all charges, expenses, and other assessments and shall be entitled to receive its proportionate share of any surplus for the period of its participation, as provided in Article 10 and Article 11.

Article 4: Board of Trustees

4.1 Appointment to the Board; Voting Rights; Authority

Authority for administration of this Agreement and the Trust established hereunder shall be vested in a Board of Trustees, herein referred to as the "Board." The appropriate public authority of each Participating Governmental Unit shall appoint two Members of the Board. One of the Members shall be the Treasurer of the Participating Governmental Unit. The other Member shall be appointed to serve a three-year term and may be appointed for an additional term or terms subject to the discretion of the appropriate public authority of each Participating Governmental Unit. A fifth Member of the Board shall be appointed by and from the Finance Committee of the Town of Acton and shall serve a three-year term and may be appointed for one additional

term subject to the discretion of the Finance Committee. Should any appointed member resign, the appropriate authority shall appoint a replacement Member to serve out that term.

4.2 Responsibilities of the Board

The responsibilities and authority of the Board are those which are necessary for the general oversight and control of the Trust, including, but not limited to, the following:

- 4.2.1. To determine the general direction and policy of the Trust and to take such action as is necessary to execute these policies and programs;
- 4.2.2. To appoint the Administrator of the Trust, responsible for the daily operations and accounting for the Trust, whose duties and responsibilities are set forth in Article 8;
- 4.2.3. To meet to discuss the affairs of the Trust and to consider recommendations of consultants, the Administrator, Board members, or other agents, advisors or counsel;
- 4.2.4. To establish and practice sound financial management procedures and programs;
- 4.2.5. To consider the application of any candidate Participating Governmental Units submitted under Article 3 and make appropriate recommendations to the appropriate public authorities of the Participating Governmental Units, and to take appropriate action to terminate participation of a Participating Governmental Unit as described by Article 3.4;
- 4.2.6. To negotiate and execute contracts with persons or entities necessary or convenient to the provision of group health coverage and/or to the management and administration of the Trust;
- 4.2.7. To provide for an annual independent audit of the Trust and to provide copies of such audit to each Participating Governmental Unit; it is understood that such audit may be performed as part of a Participating Governmental Unit's own audit if that entity is acting as the Administrator of the Trust as described in Article 4.2.2 and Article 8, provided a majority of the Participating Governmental Units agree.
- 4.2.8. To elect a Chairman and a Secretary in accordance with Article 5;
- 4.2.9. To review annual rate renewals and funding arrangements for group health insurance coverage purchased under this Agreement, and to review

and approve underwriting recommendations as provided by consultants to the Trust regarding monthly premium contribution rates necessary for the funding of the program;

- 4.2.10. To enter into reinsurance or excess loss insurance for claims of participants covered under the Trust in excess of such amounts or limits as the Board shall determine from time to time. Such reinsurance or excess loss insurance shall provide for payment of any proceeds thereof to the Trust.
- 4.2.11. To communicate, through the Board Members, the action of the Board to each Participating Governmental Unit and its public authority;
- 4.2.12. To determine, based upon reports provided by the administrator of the Trust, independent auditor, and other parties as necessary, within nine (9) months of the end of the policy year, a reconciliation of the Joint Purchase Trust balance in accordance with Article 10 of this Agreement, and to take all steps and carry out all actions necessary or convenient to administer a surplus or deficit in accordance with Article 10.
- 4.2.13. To supervise the investment and reinvestment funds held in the Trust in accordance with applicable legal standards.

Article 5: Officers of the Trust

At a meeting duly called, the Board shall elect from its membership, by majority vote of all its Members, a Chairman and a Secretary, who shall each serve a term of twelve (12) months, unless replaced prior to termination of such term by a vote of the majority of the Board Members. Either the Chairman or the Secretary or both may succeed themselves.

The Board shall adopt a schedule of regular meeting dates and times for the conduct of ordinary business, and shall establish reasonable procedures for providing notice to the Members of the Board. The Chairman shall cause notice of the date, place, and time of all meetings of the Board to be given to the Members, and may call any special or emergency meetings upon not less than 48 hours notice. The Chairman shall preside at all meetings and perform such other duties and functions as may be delegated by the Board. In the event the Chairman is unable to preside at a meeting, a Chairman pro tem may be elected to preside over that meeting.

The Secretary shall record the minutes of each meeting, including but not limited to, all decisions reached by the Board. The minutes shall be recorded and distributed to each Board Member within two weeks of the conclusion of each Board Meeting. If the Secretary is unable to attend a Board Meeting,

the Chairman shall appoint a Secretary pro tem to perform the duties of the Secretary for that meeting.

Article 6: Quorum

A quorum of the Board for any regularly scheduled or special meeting shall consist of not less than three of the members of the Board and must include at least one Member from each Participating Governmental Entity. A majority vote of the Members in attendance at a duly called meeting shall be deemed to be a vote of the Board, unless otherwise specified in this Agreement.

Article 7: Responsibilities of the Participating Governmental Units

Each Participating Governmental Unit is responsible for functions and duties as described below:

- 7.1 Appointing two primary and one alternate Board Members within thirty (30) days of execution of this Agreement, and for appointing replacements as necessary. An alternate Board Member may attend any Board meeting in place of either primary member, but shall not vote on the admission or termination of a Participating Governmental Unit unless specifically authorized by the public Authority of his or her Participating Governmental Unit.
- 7.2 Making timely payment of monthly premium contributions, HMO contributions, and its share of all other charges assessed by the Trust;
- 7.3 Designating an "accounting contact" who shall be the Participating Governmental Unit's primary liaison with the Trust administrator for purposes of billing, enrollment, and accounting activities;
- 7.4 Providing to the Board, the Trust administrator, and other designees of the Board all information necessary to establish and administer the Trust;
- 7.5 Ensuring that it is represented at scheduled and special meetings of the Board;
- 7.6 Notwithstanding any other provisions of this Agreement, each Participating Governmental Unit shall retain its autonomy and responsibility for performing those duties of an employer specified under state and federal law, under any other regulation, statute, or agreement, and for which authority is not specifically granted to the Board, including, but not limited to:
 - 7.6.1 Collective bargaining;

- 7.6.2 Collection of premium amounts due from employees, former employees, retirees, and other persons covered by group health coverage under this Agreement;
- 7.6.3 Determination of eligibility for health plan coverage and compliance with federal statutes as they relate to health care coverage for the working aged and Medicare as Secondary Payor;
- 7.6.4 Compliance with federal statutes regarding notification to and from affected parties of eligibility rights under the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA), and any other notification obligations under state or federal law;
- 7.6.5 Appropriation of monies necessary to fund the Participating Governmental Unit's health plan or health maintenance organization contributions or other contributions to group health coverage of the Trust;
- 7.6.6 Funding and payment of all claims, administration charges, premium charges, and other health plan charges or charges for any person insured by the Participating Governmental Unit which were incurred prior to the effective date of coverage under health plans purchased under this Agreement;
- 7.6.7 Provision and administration of worker's compensation and similar benefits, including responsibility for notifying the Trust of the availability of such benefits for injured employees;
- 7.6.8 Provision and administration of Social Security and similar benefits, including responsibility for notifying the Trust of the availability of such benefits for injured employees;
- 7.6.9 Any other programs and plans not purchased under this Agreement.

Article 8: Administration of the Trust

The Board shall appoint a Trust Administrator in accordance with Article 4 of this Agreement. It is anticipated that the Trust Administrator shall be one of the Participating Governmental Units, but the Board may at its discretion elect to hire an outside Trust Administrator. The Administrator may serve for a period as long as deemed appropriate by the Board. A vote to replace the Administrator or notification of withdrawal by the Administrator must occur at least one hundred eighty (180) days prior to the end of any fiscal year to take effect at the end of that fiscal year.

The Treasurer of the Participating Governmental Unit that is appointed Administrator shall act as the Treasurer of the Trust. Subject to the direction of the Board, the Treasurer of the Trust shall be responsible to select a bank or banks as depository(ies) of the Trust's funds; to manage, invest, and reinvest funds using sound financial management practices; to ensure collection of health insurance and other assessments of the Trust; to withdraw funds as necessary for the operation of the Trust and payment of expenses; and to report to the Board. It shall be the responsibility of the Trust Administrator to carry out policies approved by the Board and to perform the daily trust administration accounting and operations. These duties and responsibilities may include, but are not limited to, the following activities:

- 8.1.1 Enrollment coordination and billing of contributions from participating governmental units;
- 8.1.2 Receipt of premium contributions and other payments, including payments to the Trust from third parties;
- 8.1.3 Liaison with insurers, claims administrators, Participating Governmental Units, Health Maintenance Organizations, and other parties relative to the administration and operation of group health coverage purchased under this Agreement;
- 8.1.4 Technical and legal support services;
- 8.1.5 Underwriting services;
- 8.1.6 Administrative support to the Board;
- 8.1.7 Accounting, auditing, and reporting;
- 8.1.8 Other activities as directed by the Board.

For any services described in Section 8 above that are provided by third parties, the Board shall be responsible for reviewing the performance of such services and approving payment thereof from the Trust. To the extent that one or more of the Participating Governmental entities provides any of the services described in Section 8 above, the Board shall be responsible for determining the amount of compensation, if any, to be provided to that entity (or entities) for services rendered.

Article 9: Communications

Each Member of the Board shall communicate all matters relating to the action of the Board to the Member's respective Participating Governmental Unit's Public Authority. Dissemination of the meeting minutes to the Participating Governmental Unit's Public Authority shall be considered one means by which such communication may be accomplished. At the discretion of the Participating Governmental Unit's Public Authority, an annual update regarding the status of the Trust shall be delivered

by a Board Member to the Participating Governmental Unit's Public Authority.

Article 10: Determination of Contribution Rates and Fund Balance

- 10.1. **Contribution Rates.** The Board shall annually determine by majority vote the monthly contribution rates payable by each Participating Governmental Unit. The rates shall be set at amounts which will fully satisfy the funding requirements of the Trust for the next plan year, including consideration of the reconciled fund balance for the most recent available plan year, as provided herein. The funding requirements shall be established based on underwriting and/or actuarial estimates received by the Board, with the advice and recommendations of consultants and consultations with each Participating Governmental Unit.
- 10.2. **Trust Fund Balances.** The Board shall review and determine within nine (9) months of the last day of each plan year, a reconciliation of the trust fund balance. In establishing the reconciled fund balance, the Board shall make an estimate of the cost of run-out claims, which were incurred as of the last day of the plan year, but not paid as of the reconciliation date. A "surplus" will be deemed to exist if the reconciled fund balance, excluding the reserve for the estimated cost of run-out claims, exceeds thirty percent (30%) of the funding requirements of the Trust anticipated for the next plan year.

If there is a certified surplus or deficit fund balance, the Board shall reduce or increase monthly contribution rates for the next year such that the funding requirements of the Trust are satisfied.

Article 11: Payment of Premiums

Each Participating Governmental Unit shall transfer the existing fund balance attributable to it from the existing agreement to the Trust created hereunder. In addition, each Participating Governmental Unit shall make payment on a monthly basis of the health insurance premiums or funding rates for all covered employees and for all expenses of the Trust. The Administrator shall determine, subject to approval of or ratification by the Board, the total monthly payment due from each Participating Governmental Unit, including debits and credits.

Article 12: Amendment Procedure

This Agreement may be amended at any time by the affirmative vote of the public authorities of each Participating Governmental Unit.

Article 13: Liability Following Termination of or Withdrawal from Participation

The liability of a Participating Governmental Unit for claims and expenses under all contracts purchased through this Agreement, upon termination of or withdrawal from participation, shall include the following:

- 13.1 The former Participating Governmental Unit's share of any deficit in the Trust as of its termination date. Payment shall be made by the former Participating Governmental Unit to the Trust within thirty (30) days of notice of the amount due. The Trust will notify the withdrawn or terminated member of its share of the deficit within thirty (30) days of the annual reconciliation of the Trust fund;
- 13.2 Any unpaid premium charges, interest charges, or other expenses allocable to the Participating Governmental Unit prior to the termination date of participation or incurred by the Participating Governmental Unit but not yet billed to the Participating Governmental Unit as of the termination date of participation;
- 13.3 When required by law that a covered member or dependent be permitted to remain covered by the insurance purchased by the plan after the date the former Participating Governmental Unit terminates or withdraws participation, the claims expenses, associated administration charges, reinsurance charges, and a separate administration charge for processing such payments shall be billed to the governmental unit on a monthly basis;
- 13.4 Any surplus owed to a former Participating Governmental Unit based on its proportionate share as described in Article 10 above shall be paid to the governmental unit within sixty (60) days of the annual trust fund reconciliation; and
- 13.5 Any collection costs including but not limited to reasonable attorneys' fees.

Article 14: Hold Harmless Protection

Each Participating Governmental Unit agrees that as a precondition for entering into this Agreement each representative designated by the Participating Governmental Unit to serve on the Board shall be indemnified and held harmless from personal losses and expense, including reasonable legal fees and costs, if any, to the full extent permitted by all applicable statutes.

Indemnification shall be provided by each Participating Governmental Unit for liability arising from all activities directly related to the execution of the Agreement and the establishment

of this Trust and all activities arising out of such participation, including but not limited to holding office as Board member or as a representative of the Participating Governmental Unit, commencing on and after the effective date of this Agreement, through and including the date which such designated representative terminates his or her position as a Member or Alternate Member of the Board. This hold harmless protection shall include indemnification for any claim, demand, suit, or judgment for any act or omission, except an action of intentional or knowing misconduct.

Article 15: Certification of Funds

Each Participating Governmental Unit shall appropriate adequate funds to pay, in a timely manner, its share of the Trust insurance premium and fee for group health insurance and other expenses of the Trust approved by the Board. The appropriate public officials shall certify annually, upon request of the Board, the availability of such funds.

Article 16: Attorneys' Fees

Except as specified in Articles 11 and 13, in the event any legal action or proceeding is brought by any party to this Agreement in connection with the enforcement or interpretation of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and costs to be paid by the non-prevailing party.

Article 17: Signatories to the Agreement

By our signatures, we, the undersigned appropriate public authority of each Participating Governmental Unit, evidence our acceptance of the terms of this Agreement:

For: Participating Governmental Unit

Signature Title Date

, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town authorize the Board of Selectmen to enter into an agreement with the Acton-Boxborough Regional School Committee to reform the Health Insurance Trust in substantially the form set forth in the Article.

MOTION CARRIES

ARTICLE 25 SKATE PARK LAND – HAYWARD ROAD

(Majority vote)

To see if the Town will vote to accept from the Commonwealth of Massachusetts the conveyance of two parcels of vacant land on Hayward Road and shown as Parcel SR-1, 1.15

Acres and SR-2, 0.43 Acres on a plan entitled "The Commonwealth of Massachusetts, Plan of Land in the Town of Acton, (Middlesex County)", dated October 31, 2002, to be recorded in the Middlesex South District Registry of Deeds, Cambridge, MA, said parcels are also shown on Map F-3 of the Town Atlas as Parcel 16 and 16-1, for open space and recreational purposes, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town authorize the Board of Selectmen to accept the land as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 26 AMEND ZONING BYLAW – SKATE PARK LAND

(Two-thirds vote)

To see if the Town will vote to amend the zoning map, Map No. 1, by rezoning from General Industrial (GI) to Agriculture Recreation Conservation (ARC), an area of land shown as parcels 16 and 16-1 on map F-3 of the 2002 Town Atlas, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town take no action.

MOTION CARRIES UNANIMOUSLY

ARTICLE 27 ACTON PUBLIC SCHOOLS BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Local Schools, or take any other action relative thereto.

MOTION: Mrs. Ashton moves that the Town appropriate \$18,621,990 to fund the Acton Public School Budget for the period July 1, 2003 to June 30, 2004, and to raise such amount, \$18,495,990 be raised and appropriated and \$126,000 be transferred from Free Cash.

MOTION CARRIES

ARTICLE 28 ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT ASSESSMENT

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money, to defray the necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

MOTION: Mrs. Altieri moves that the Town appropriate \$17,999,790 to fund the assessment of the Acton-Boxborough Regional School District for the period July 1, 2003 to June 30, 2004, and to raise such amount, \$17,874,790 be raised and appropriated and \$125,000 be transferred from Free Cash.

MOTION CARRIES

MOTION: Mr. Shupert moves to adjourn the Annual Town Meeting at 10:16 PM until April 8, 2003 at the Acton-Boxborough Regional High School Auditorium at 7:00pm.

MOTION CARRIES UNANIMOUSLY

APRIL 8, 2003

The Moderator, Mr. MacKenzie, calls the adjourned session of the 2003 Annual Town Meeting to order at 7:10 PM

ARTICLE 29 MINUTEMAN REGIONAL SCHOOL DISTRICT ASSESSMENT

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

MOTION: Mr. Olmstead moves that the Town appropriate \$825,918 for the expenses of the Minuteman Regional Vocational Technical School District for the period of July 1, 2003 to June 30, 2004 (FY '04), and to raise such amount, \$825,918 be transferred from Free Cash,

And such amount is based on a Regional School District budget of \$15,443,465, as reduced by its current estimate of State Aid provided, however, that all State Aid received above the current estimate shall be used to reduce the FY '04 assessment,

And that any increase in the amount to be raised by assessment on the Town shall require approval by a subsequent Town Meeting.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 30 * AMEND TOWN CHARTER
HOUSEKEEPING**
(Majority vote)

CONSENT HELD

To see if the Town will vote to amend the Town Charter, section 4-2, by replacing titles as follows:

1. Replace "Board of Appeals (Assoc. Members)" with "Board of Appeals (Alternate Members)"
2. Replace "Planning Board (Associate Members)" with "Planning Board (Alternate Members)"

, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town take no action.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 31 ECONOMIC DEVELOPMENT AND
INDUSTRIAL CORPORATION**
(Majority vote)

To see if the Town will vote to declare a need for an economic development corporation and adopt Chapter 135 of the Acts of 2001, an act establishing the Acton Economic Development and Industrial Corporation.

MOTION: Mr. Foster moves that the Town declares the need for the Acton Economic Development and Industrial Corporation, as set forth in Chapter 135 of the Acts of 2001.

MOTION CARRIES UNANIMOUSLY

**ARTICLE 32 AMEND ZONING BYLAW – PCRC
PLANNED CONSERVATION
(Two-thirds vote)
RESIDENTIAL COMMUNITY**

To see if the Town will vote to amend the zoning bylaw by deleting the present section 9 and replacing it with the following section 9:

[Notes in italic print are not part of the Article but are added for explanation only.]

SECTION 9.

PLANNED CONSERVATION RESIDENTIAL COMMUNITY (PCRC)

9.1 Purpose – The primary purpose of the Planned Conservation Residential Community (PCRC) is to allow residential development that encourages the preservation of open space, and thus allows within it the preservation of significant land, water, historic, archeological and natural resources, in a manner consistent with the goals of the Master Plan and the Open Space and Recreation Plan, as amended from time to time.

The secondary purpose is to facilitate and encourage the construction and maintenance of streets, utilities, and public services in a more economical and efficient manner than in a standard subdivision.

[Note - section 9.1 presently reads as follows:

9.1 Purpose – The purpose of the Planned Conservation Residential Community is to allow residential development which encourages:

- 1) the preservation of significant land and water resources and natural areas in the Town;
- 2) the preservation of significant historic or archeological resources and areas;
- 3) the maintenance of Acton's New England town character as a suburban residential community, while encouraging a greater mixture of housing types and more energy efficient and cost effective residential development; and
- 4) the development of land in harmony with its natural features, the existing and probable future USE of adjacent land, and consistent with the objectives of the Zoning Bylaw.]

2.2 Special Permit – The Planning Board may grant a special permit for the development and construction of a PCRC on all land and parcels previously incorporated into a PCRC zoning district, as well as in the R-2, R-4, R-8/4, R-8, R-10/8 and R-10 Districts in accordance with this Section and M.G.L. ch. 40A, s.9.

[No change.]

3.3 Contents of Application for a PCRC Special Permit – The application for a PCRC Special Permit shall be accompanied by a "PCRC Site Plan", showing the information required by the Rules and Regulations for PCRCs. The information shall include but not be limited to: the topography; soil characteristics as shown on the Soil Conserva-

tion Service Maps; wetlands as defined by M.G.L. Chapter 131, Section 40; vernal pools, riverfront areas, buffer zones and setbacks as defined in Chapter F of the Bylaws of the Town of Acton - Wetland Protection; Flood Plain boundary lines; existing types of vegetation; any other unique natural, historical, archeological, and aesthetic resources; the proposed layout of the LOTS; proposed locations of DWELLING UNITS and accessory BUILDINGS; the proposed diversity and cost range for the DWELLING UNITS; dimensions, STREETS, garages, driveways, wells, utilities, wastewater disposal systems; the proposed finished grades of the land; the proposed vegetation and landscaping including where existing vegetation is retained; proposed features designed for energy and water conservation and pollution control; the proposed layout and land use plan of the Common Land in the PCRC; the proposed form of ownership of the Common Land and any improvements proposed thereon.

[Note: The proposed insertion is underlined. Otherwise, no change.]

- 3.4 Procedural Requirements** – If the PCRC requires approval under the Subdivision Control Law, M.G.L., Chapter 41, the “PCRC Site Plan” shall contain a plan in the form and with the contents required of a Definitive Subdivision Plan by the Acton Subdivision Rules and Regulations. The applications for a PCRC Special Permit and for approval of a Definitive Subdivision Plan shall be filed concurrently. To the extent permitted by law, the Planning Board shall consider both applications at the same time.

[No change.]

- 3.5 Planning Board Action** – In evaluating the proposed PCRC, the Planning Board shall consider the general purpose and objectives of this Bylaw; the existing and probable future development of surrounding areas; the appropriateness of the proposed layout of STREETS, ways, LOTS, and STRUCTURES; the proposed layout and USE of the Common Land; the topography; soil; and other characteristics and resources of the TRACT OF LAND in question. The Planning Board may grant a special permit for a PCRC if it finds that the PCRC:

- a) complies in all respects with the applicable requirements of this Bylaw;
- b) enhances the purpose and intent of PCRC Development;
- c) enhances the goals of the Open Space and Recreation Plan;

- d) is in harmony with the character of the surrounding area and neighborhood; and
- e) complies with the requirements of Section 10.3.5.

- 9.5.1 The Planning Board shall consider the recommendations, if any, of the Board of Health, the Conservation Commission, and other town boards and staff in making said findings.

- 2.2.2 The Planning Board may require changes to the “PCRC Site Plan” and impose additional conditions, safeguards and limitations as it deems necessary to secure the objectives of this Bylaw, including without limitation, any conditions, safeguards or limitations listed in Section 10.3.6.

[Note - section 9.5 currently reads:

- 9.5 Planning Board Action – In evaluating the proposed PCRC, the Planning Board shall consider the general purpose and objectives of this Bylaw; the existing and probable future development of surrounding areas; the appropriateness of the proposed layout of STREETS, ways, LOTS and STRUCTURES; the proposed layout and USE of the Common Land in relation to the proposed DWELLING UNITS in the PCRC, the topography, soils and other characteristics and resources of the TRACT OF LAND in question. The Planning Board may grant a special permit for a PCRC if it finds that the PCRC:

- a) complies in all respects to the applicable requirements of this Bylaw and enhances the purpose and intent of Planned Conservation Residential Community Development,
- b) is in harmony with the existing and probable future USES of the area and with the character of the surrounding area and neighborhood, and
- c) complies with the requirements of Section 10.3.5.

The Planning Board may require changes to the “PCRC Site Plan” and impose additional conditions, safeguards and limitations as it deems necessary to secure the objectives of this Bylaw, including without limitation, any conditions, safeguards or limitations listed in Section 10.3.6.]

- 3.3 Standards for PCRCs

- 1.1.1 Permitted USES – Permitted USES in a PCRC shall be any USE permitted in the underlying Zoning District, as well as ACCESSORY USES typically associated with residential USES, owned and operated by the owner of the PCRC or the residents within the PCRC, such as building and grounds maintenance facilities, wastewater disposal facilities, recreation facilities, or club houses.

[No change.]

2.2.2 Area and Dimensional Regulations:

[No change.]

2.2.2.1 PCRC Site Area – The TRACT OF LAND for a PCRC must contain a minimum area of 8 acres.

- a) The Planning Board may permit LOTS on directly opposite sides of a STREET to qualify as a single TRACT OF LAND. To permit such division of a TRACT OF LAND by a STREET, the Planning Board must find that this would enhance the purposes of PCRC and not result in any more DWELLING UNITS than would be possible in accordance with the provisions of this Bylaw if the LOTS on either side of the STREET were developed separately. If the Board approves a TRACT OF LAND divided by a STREET, it may permit the total number of permitted DWELLING UNITS to be constructed on either side of the STREET. AFFORDABLE DWELLING UNITS generated on the TRACT OF LAND under the provisions of Section 4.4.3 may be sited along with the other DWELLING UNITS whether or not the location of the AFFORDABLE DWELLINGS UNITS is within the AFFORDABLE Housing Overlay District. The DWELLING UNITS shall be constructed in accordance with the applicable PCRC requirements and the required Common Land may consist of land located on either side of the STREET.
- b) Where a TRACT OF LAND is divided by a zoning district boundary between any of the R-2, R-4, R-8/4, R-10 or R-10/8 districts the total number of DWELLING UNITS permitted shall not exceed the number permitted in each district considered separately. AFFORDABLE DWELLING UNITS generated on the TRACT OF LAND under the provisions of Section 4.4.3 may be sited along with the other DWELLING UNITS whether or not the location of the AFFORDABLE DWELLINGS UNITS is within the AFFORDABLE Housing Overlay District. The DWELLING UNITS may be located in either district and shall be constructed in accordance with PCRC requirements.

[No change in section 9.6.2.1 and sub-sections a) and

2.2.2.1 Dimensional Requirements for BUILDINGS – There shall be no minimum LOT area, FRONTAGE, LOT width, or yard requirements within a PCRC, except as follows:

- a) No BUILDINGS or STRUCTURES shall be located within 45 feet of a pre-existing STREET, or within 15 feet of a new STREET, way, or common drive within the PCRC.
- b) No BUILDINGS or STRUCTURES shall be located within 30 feet of the boundary line of the PCRC or the Common Land.
- c) The minimum distance between residential BUILDINGS shall be 20 feet.
- d) Where a residential BUILDING measures more than 3000 square feet of GROSS FLOOR AREA per DWELLING UNIT, including any attached garages, the minimum setback from a street, way, or common drive within the PCRC shall be 30 feet, and the minimum separation to the next residential BUILDING shall be 40 feet.
- e) The Planning Board may impose other conditions on the locations of BUILDINGS and STRUCTURES, as it deems appropriate to enhance the purpose and intent of PCRC.

[No change in section 9.6.2.2 and sub-sections a) through e).]

2.2.2.1 Number of DWELLING UNITS – The maximum number of DWELLING UNITS permitted in a PCRC shall be 80% of the following, rounded up to the next integer:

[Note - this paragraph currently reads:

9.6.2.3 Number of DWELLING UNITS – The maximum number of DWELLING UNITS permitted in a PCRC shall be 90% of the following, rounded up to the next integer:]

- a) In the R-2 District: 1 DWELLING UNIT per 20,000 square feet of area of the TRACT OF LAND on which the PCRC is located, including the Common Land.
- b) In the R-4 and R-8/4 Districts: 1 DWELLING UNIT per 40,000 square feet of area of the TRACT OF LAND on which the PCRC is located, including the Common Land.
- c) In the R-8 and R-10/8 Districts: 1 DWELLING UNIT per 80,000 square feet of area of the TRACT OF LAND on which the PCRC is located, including the Common Land.
- d) In the R-10 District: 1 DWELLING UNIT per 100,000 square feet of area of the TRACT OF LAND on which the PCRC is located, including the Common Land.
- e) In the AFFORDABLE Housing Overlay District - Sub-Districts A and B: The number of DWELLING UNITS may be increased pursuant to the formulas provided in Section 4.4.3.1

and subject to the requirements of Sections 4.4.5, 4.4.6, 4.4.7, 4.4.8 and 4.4.9. The inclusion of AFFORDABLE DWELLING UNITS in compliance with the above referenced Sections of this Bylaw shall be authorized under a Special Permit for a PCRC.

[No change in sub-sections a) through e) above.]

2.2.2.1 BUILDING Requirements – There shall be no more than four DWELLING UNITS in any residential BUILDING. Except in the case of detached single family dwellings, there shall be not more than two garage spaces per DWELLING UNIT in any residential BUILDING. The overall length of any residential BUILDING shall not exceed 200 feet. Each DWELLING UNIT shall have two separate exterior entrances at ground level.

[No change.]

2.2.2.2 Parking Requirements – A minimum of 2 parking spaces per DWELLING UNIT including garages shall be provided.

[No change.]

2.2.2.3 Storm Water Runoff – The peak rate of storm water runoff from a PCRC shall not exceed the rate existing prior to the new construction based on a 10-year design storm.

[No change.]

2.2.3 Common Land Standards:

[No change.]

9.6.3.1 Dimensional Requirements for the Common Land – In a PCRC, at least sixty percent (60%) of the land shall be set aside as Common Land for the use of the PCRC residents or the general public. The following additional requirements shall apply:

- a) The minimum required area of the Common Land shall not contain a greater percentage of wetlands, as defined in M.G.L. Chapter 131, Section 40, than the percentage of wetlands found in the overall TRACT OF LAND on which the PCRC is located.
- b) The minimum Common Land shall be laid out as one or more large, contiguous parcels that are distinct from parcels dedicated for other purposes and USES. Each Common Land parcel shall contain at least one access corridor to a STREET or way that shall be not less than 40 feet wide.

- c) If the TRACT OF LAND of the PCRC abuts adjacent Common Land or undeveloped LOTS, the Common Land shall be laid out to abut the adjacent Common Land or undeveloped LOTS.

[No change to section 9.6.3.1 and subsections a) through c).]

2.2.2.2 USE of the Common Land – The Common Land shall be dedicated and used for conservation, historic preservation and education, outdoor education, recreation, park purposes, agriculture, horticulture, forestry, or for a combination of those USES. No other USES shall be allowed in the Common Land, except as provided for herein:

[No change.]

- a) The proposed USE of the Common Land shall be specified on a Land Use Plan and appropriate dedications and restrictions shall be part of the deed to the Common Land. The Planning Board shall have the authority to approve or disapprove particular USES proposed for the Common Land in accordance with the purposes of this bylaw.

[Note - this sub-section a) presently reads:

- a) The proposed USE of the Common Land shall be specified on a Land Use Plan and appropriate dedications and restrictions shall be part of the deed to the Common Land. The Planning Board shall have the authority to approve or disapprove particular USES proposed for the Common Land in order to enhance the specific purposes of PCRC Development.]
- b) The Common Land shall remain unbuilt upon, except that the Planning Board may approve as part of the special permit the location and area of pavement or STRUCTURES accessory to the approved USE or USES of the Common Land.

[Note - this sub-section b) presently reads:

- b) The Common Land shall remain unbuilt upon, provided that an overall maximum of five (5) percent of such land may be subject to pavement and STRUCTURES accessory to the dedicated USE or USES of the Common Land.]
- c) A portion of the Common Land may also be used for the construction of leaching areas, if associated with septic disposal systems serving the PCRC, and if such USE, in the

opinion of the Planning Board, enhances the specific purpose of PCRC Development and promotes better overall site planning. Septic disposal easements shall be no larger than reasonably necessary. If any portion of the Common Land is used for the purpose of such leaching areas, the Planning Board shall require adequate assurances and covenants that such facilities shall be maintained by the LOT owners within the PCRC.

[Presently, this paragraph begins with the phrase "In addition, ...". No change otherwise.]

- d) A portion of the Common Land may also be used for ways serving as pedestrian walks, bicycle paths, and emergency access or egress to the PCRC or adjacent land, if such a USE, in the opinion of the Planning Board, enhances the general purpose of this Bylaw and enhances better site and community planning, and if the Planning Board finds that adequate assurances and covenants exist, to ensure proper maintenance of such facilities by the owner of the Common Land.

[Presently, this paragraph begins with the phrase "In addition, ...". No change otherwise.]

- e) Portions of the Common Land that are in excess of the minimum Common Land total area and upland area as calculated in accordance with section 9.6.3.1, including its subsection a), may be used for storm water detention and retention facilities serving the LOTS, STREETS and ways in the PCRC, including infrastructure such as pipes, swales, catch basins, and manholes, and parcels and easements associated with such facilities.

[No change.]

- f) No portion of the common land as shown on the approved PCRC Site Plan, including any portion that exceeds minimum zoning requirements, shall be used to meet area, setback, or any other zoning requirements for any development or improvement that is not shown on the approved PCRC Site Plan. No portion of the common land shall be used to meet minimum common land requirements in any adjacent or expanded PCRC.

[Subsection f) is newly inserted.]

2.2.2.2 Ownership of the Common Land – The Common

Land shall be conveyed in whole or in part to the Town of Acton and accepted by it, or to a non-profit organization, the principal purpose of which is the conservation of open space and/or any of the purposes and USES to which the Common Land may be dedicated. The Common Land may also be conveyed to a corporation or trust owned or to be owned by the owners of DWELLING UNITS within the PCRC. The Planning Board shall approve the form of ownership of the Common Land. If the Common Land or any portion thereof is not conveyed to the Town of Acton, a perpetual restriction, approved by the Planning Board and enforceable by the Town of Acton, shall be imposed on the USE of such land, providing in substance that the land be kept in its open or natural state and that the land shall not be built upon or developed or used except in accordance with the provisions of a PCRC as set forth herein and, if applicable, as further specified in the decision of the Planning Board governing the individual PCRC. The proposed ownership of all Common Land shall be shown on the Land Use Plan for the PCRC. At the time of its conveyance, the Common Land shall be free of all encumbrances, mortgages, tax liens or other claims, except as to easements, restrictions and encumbrances required or permitted by this Bylaw.

[No change.]

- 2.3 **STREETS, Utilities and Lighting** – Whether or not the Planned Conservation Residential Community is a subdivision, all STREETS and ways whether public or private, wastewater disposal and drainage facilities and utilities shall be designed and constructed in compliance with the Town of Acton Subdivision Rules and Regulations, as amended. Special exception(s) to the Subdivision Rules and Regulations may be authorized by the Planning Board in granting a special permit hereunder provided the Board determines such exception(s) is in the public interest and is not inconsistent with the purposes of Section 9.1. The Planning Board may impose appropriate standards for all outdoor lighting within a PCRC.

[No change.]

- 2.4 **Revisions and Amendments of "PCRC Site Plans"** – Any change in the layout of STREETS and ways, in the configuration of the Common Land, in the ownership or USE of the Common Land, or any other change which, in the opinion of the Building Commissioner, would significantly alter the character of the PCRC, shall require the

written approval of the Planning Board. The Planning Board may, upon its own determination, require a new special permit and hold a public hearing pursuant to Section 10.3 of this Bylaw, if it finds that the proposed changes are substantial in nature and of public concern.

[No change.]

- 2.5 Previously Approved PCRC Developments** – Nothing herein shall be construed to prevent the orderly completion of any previously approved PCRC development. Any previously approved PCRC development shall be subject to the Zoning Bylaw in effect at the time when it was approved. However, the Planning Board may authorize BUILDING setbacks, BUILDING dimensions, and arrangement of garages in accordance with Sections 9.6.2.2 and 9.6.2.4 of this Bylaw.

[Note - section 9.9 presently reads:

- 9.9 Previously Approved PCRC Developments – Nothing herein shall be construed to prevent the orderly completion of any PCRC development previously approved in whole or in part within a PCRC Zoning District. The PCRC Zoning District shall remain in effect where previously established, and any PCRC development within such district shall be subject to the Zoning Bylaw in effect at the time when the applicable portion of such district was established. However, the Planning Board may authorize BUILDING setbacks, BUILDING dimensions and arrangement of garages in accordance with Sections 9.6.2.2 and 9.6.2.4 of this Bylaw.]

, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town adopt the bylaw amendments as set forth in the Article.

MOTION TO AMEND: Mr. Eder moves to delete section 9.6.2.3 of the motion as read in its entirety and to replace it with the following new section 9.6.2.3.

- 9.6.2.3 Maximum Number of DWELLING UNITS Permitted – The total number of DWELLING UNITS in a PCRC shall not exceed the number of DWELLING UNITS that could be developed without the benefit of the PCRC standards in the District in which the TRACT OF LAND is located. Provided however, that the number of allowable DWELLING UNITS in the R-8/4 District shall be based on the dimensional requirements applicable in the R-4 District, and the number of allowable DWELLING UNITS in the R-10/8 District shall be

based on the dimensional requirements applicable in the r-8 District. In making the determination of the number of allowable DWELLING UNITS, the Planning Board shall require that the applicant provide a plan demonstrating evidence that, if such TRACT OF LAND were to be developed under the standard requirements applicable for the underlying or otherwise applicable zoning district,

- a) the development would comply with all applicable requirements of this Bylaw;
- b) The development would comply with the Massachusetts Wetland Protection Act and the Acton Wetland Protection Bylaw.

In the AFFORDABLE Housing Overlay District – Sub-District A and B: The number of DWELLING UNITS may be increased pursuant to the formulas provided in Section 4.4.3.1 and subject to the requirements of Sections 4.4.5, 4.4.6, 4.4.7, 4.4.8 and 4.4.9. The inclusion of AFFORDABLE DWELLING UNITS in compliance with the above referenced Sections of the Bylaw shall be authorized under a Special permit for a PCRC,

VOTE: YES 165 NO 125

MOTION TO AMEND CARRIES

VOTE: AMENDED MOTION (2/3 Majority required)

AMENDED MOTION IS LOST

MOTION: Mr. Cady moves to reconsider of Article 32

VOTE MOTION TO RECONSIDER (2/3 Majority required)

MOTION CARRIES BY GREATER THAN 2/3

MODERATOR reads the original motion.

Vote Yes 225 NO 35

MOTION CARRIES

ARTICLE 33 * AMEND ZONING BYLAW – HOUSE KEEPING
(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw as follows:

[Notes in italic print are not part of the Article but are intended for explanation only.]

A. Delete section 5.6.3.5 in its entirety.

[Note - section 5.6.3.5 is part of the special provisions for the Kelley's Corner District. It reads:
5.6.3.5 Wastewater Infrastructure—The Site Plan Special Permit Granting Authority shall require a contribution in the amount of \$2.50 per square foot of NET FLOOR AREA in excess of FLOOR AREA RATIO 0.20. Said contribution shall be made to the Town of Acton for deposit into a fund to be used for the design and construction of a centralized wastewater collection, treatment and disposal system serving the Kelley's Corner District and other areas within the Town of Acton, including the acquisition of necessary land or easements, or for the payment of any debt incurred by the Town of Acton for such purposes. On any LOT where the FAR existing on or before April 1, 1996 exceeds 0.20, the contributions calculated pursuant this section shall be based on the difference between the existing NET FLOOR AREA and the proposed NET FLOOR AREA.]

- B. In section 3.5.6, 2nd sentence, in the phrase "Business USES and DWELLING UNITS may in the same BUILDING" insert the word "be" after "may".
- C. In section 7.13.2.9, change the section references 7.12.1.1 and 7.12.1.3 to 7.13.1.1 and 7.13.1.3 respectively. In section 7.13.3, change the section reference 7.12.2 to 7.13.2.

, or take any other action relative thereto.

MOTION: Mr. Sghia-Hughes moves that the Town adopt the bylaw amendments as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 34 AMEND WETLANDS PROTECTION BYLAW

(Majority vote)

To see if the Town will vote to amend the Town Bylaws, Chapter F, Wetland Protection as follows:

Please note: Words in ***bolded italics*** represent new or modified language to the original text and lines through words represent elimination of original text. Edit notes will not appear in the amended Bylaw.

Section F3.14

The term "vernal pool" as used by this Bylaw shall include, in addition to that already defined under the Massachusetts Wetlands Protection Act and regulations (310 CMR 10.00), any confined basin or depression not occurring in existing lawns, gardens, landscaped areas, or driveways that meets the certification criteria established in the Guidelines for Certification of Vernal Pool Habitat published by the Massachusetts Division of Fisheries and Wildlife, regardless of whether the site has been

certified by the Massachusetts Division of Fisheries and Wildlife. The buffer zone for vernal pools shall extend the ~~smaller of 1) 100 horizontal feet from the mean annual high-water line defining the depression, or 2) one half of the distance between the mean annual high-water line and any existing house foundation.~~ Existing lawns, gardens, or landscaped or developed areas are excluded from the buffer zone.

Section F8.2 Order of Conditions

The Conservation Commission may impose such conditions on any proposed removing, dredging, filling or altering as it deems necessary to protect and preserve the interests covered by this Bylaw. *In preparing the Order of Conditions the Commission shall take into account the cumulative adverse effects of loss, degradation, isolation and replication of protected resource areas throughout the municipality, resulting from past activities, permitted and exempt, and foreseeable future activities.* Such Order of Conditions shall be in writing and may be subject to the same constraints and be identical to any such order issued by the Acton Conservation Commission under the provisions of M.G.L. Ch. 131, s.40, or successor statutes, and shall be issued within 30 days after the public hearing. Such Order of Conditions will expire three years from the date of issuance, unless renewed prior to expiration. No proposed work governed by an Order of Conditions shall be undertaken until all permits, approvals, and variances required by local Bylaws have been obtained and all applicable appeal periods have expired. The final Order of Conditions issued under this Bylaw shall be recorded with the Registry of Deeds for the district in which the land is located. However, if said Order is identical to the final Order of Conditions issued under the provisions of M.G.L. Ch. 131, s.40, only one Order of Conditions need be recorded. The Conservation Commission shall have the right to file the Order of Conditions with the Registry of Deeds should the applicant fail to do so within 60 days. If a wetland replication is required, the applicant will adhere to replication procedures established by the Commission or as set down in the Commission's Rules and Regulations.

Section F8.3 Setbacks for Activities

The following are the minimum distances (setbacks) of activity from the edge of wetlands or vernal pools. No activity shall be allowed within these setbacks except as provided below. These setbacks are the minimum and may be extended further if deemed necessary for the protection of the interests of the Bylaw by the Commission.

The setbacks shall be as follows:

- (1) 0-foot setback for wetland-dependent structures (drain outfalls, weirs, etc.), fences, and structures necessary for upland access where reasonable alternative access is unavailable.
- (2) 25 ~~50~~-foot buffer of undisturbed natural vegetation.
- (3) 40 ~~75~~-foot setback to the edge of driveways, roadways, and structures.

- (4) 40 50-foot chemical-free area within which no pesticides, herbicides, or fertilizers shall be used.
- (5) 100-foot setback for underground storage of gasoline, oil, or other fuels and hazardous materials.
- (6) 100-foot setback from the mean high water line of vernal pools.

When in the opinion of the Commission compliance with these setbacks will result in greater harm to the interests of this Bylaw than would waiver of the setbacks, the Commission is permitted to grant such waivers.

Pre-existing activities or structures not meeting the setbacks set forth above need not be discontinued or removed [but shall be deemed to be nonconforming]. No new activity shall be commenced and no new structure shall be located closer to the edge of wetlands or vernal pools than existing non-conforming like activities or structures, but the Commission may permit new activity or structures as close to the edge of wetlands or vernal pools if it finds that such activity or structure will not affect the interests protected by the Bylaw no more adversely than the existing activity or structure.

Section F10 Denial

The Conservation Commission may deny permission for any removing, dredging, filling, or altering if, in its judgment such denial is necessary to protect and preserve the interests identified in Section F1 of this Bylaw. Due consideration shall be given to possible effects of the proposal on such interests and to any demonstrated hardship on the petitioner by reason of denial as brought forth at the public hearing.

The Conservation Commission is empowered to deny a permit for failure to meet the requirements of this bylaw; for failure to submit necessary information and plans requested by the Commission; for failure to meet the design specifications, performance standards, and other requirements in regulations of the Commission; for failure to avoid or prevent unacceptable significant or cumulatively adverse effects upon the wetland values protected by this bylaw; or where the Commission deems that no conditions are adequate to protect those values. Due consideration shall be given to any demonstrated hardship on the applicant by reason of denial, as presented at the public hearing.

MOTION: Mr. Ashton moves that the Town adopt the bylaw amendments as set forth in the Article.

MOTION TO AMEND: Mr. Zavolas moves to amend the Article by the addition of the following words to the end of the first paragraph in Section F8.3 after the words the Bylaw by the Commission

"The increased setbacks adopted by vote of the 2003 Annual Town Meeting shall become effective 90 days from the

date of this Town Meeting vote or on July 7, 2003, whichever is later, and that each of the Bylaw's existing setbacks shall remain in effect unless and until said setback is so increased."

AMENDMENT CARRIES

AMENDED MOTION CARRIES

ARTICLE 35 * AMEND LOCAL HISTORIC DISTRICT BYLAW - HOUSEKEEPING

(Two-thirds vote)

To see if the Town will vote to amend the Town Bylaws, Chapter P, "Local Historic District Bylaw" as follows:

P2. "Definitions" revise definition of a "Person Aggrieved" by inserting at the end of the sentence the following:

"and any charitable corporation in which one of its purposes is the preservation of historic structures or districts".

P11. "Enforcement and Penalties" in paragraph 11.5 delete "c.40" and replace with "c. 40C".

P12. "Appeals" revise the last sentence by deleting "c.40" and replacing with "c. 40C"

MOTION: Mr. Ashton moves that the Town adopt the bylaw amendments as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 36 HOME RULE PETITION - 17-23 SCHOOL STREET

(Majority vote)

To see if the Town will petition the General Court to adopt a Home Rule Act authorizing the Board of Selectmen to lease, for a term of up to 25 years, a parcel of land shown as map H-2A, parcel 49 of the Assessors Maps (formerly the South Acton Train Depot) for the purpose of constructing private parking facilities, upon such terms and conditions as the Board of Selectmen may determine, in substantially the form set forth below:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. The Town of Acton is hereby authorized to lease map H-2A, parcel 49 of the Assessors Maps for a term of not more than 25 years, for the purpose of constructing private parking facilities.

Section 2. Notwithstanding any other provisions of law, including General Laws Chapter 30B, the Board of Selectmen

s authorized to issue a request for proposals for such purposes, to determine the terms and conditions of such request, to accept any proposal or negotiate changes in any proposal, or to reject all proposals, as they determine to be in the best interests of the Town, and to take all other actions as may be necessary or desirable to carry out such project.

Section 3. This act shall take effect upon its passage.

MOTION: Mr. Shupert moves that the Town authorize the Board of Selectmen to petition the General Court to enact a special law authorizing the Board of Selectmen to lease a parcel of land, shown as map H-2A, parcel 49 of the Assessors Maps, for a term of up to 25 years in substantially the form set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 37 AMEND ZONING BYLAW – COMPUTER LOT

(Two-thirds vote)

To see if the Town will vote to amend the zoning map, Map No. 1, by rezoning from Residence 2 (R-2) to South Acton Village (SAV), an area of land shown as parcel 9 on map H-2A of the 2002 Town Atlas, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town adopt the law amendment as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 38 * STREET ACCEPTANCE

(Two-thirds vote)

CONSENT HELD

To see if the Town will accept as a public way the following street or any portion thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in said street and associated parcels of land by eminent domain or otherwise, including easements for drainage, utility, sidewalk and other purposes as shown on said plans or described in the Order of Layout;

In the DUNN'S WAY SUBDIVISION

STACY'S WAY- from the northerly sideline of Barker Road a distance of 1,467 feet, more or less, in a generally northerly direction to the northerly sideline of a 70.00 foot radius cul-de-sac, including the cul-de-sac and Parcel B-1 (the emergency access and pedestrian way to Main Street), this being the entire road.

, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town accept as public ways the street listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout.

MOTION CARRIES UNANIMOUSLY

ARTICLE 39 * SIDEWALK EASEMENT – MAIN STREET

(Majority vote)

To see if the Town will vote to accept as a gift from Acton Assisted Living, LLC, a permanent sidewalk easement on Main Street and being shown as "Proposed Sidewalk Easement" on a plan entitled "Plan of Land in Acton, Massachusetts (Middlesex County), For: Acton Assisted Living, LLC" dated February 11, 2002, and recorded at the Middlesex South District Registry of Deeds, Cambridge, MA as Plan No. 1015 of 2002, and as described more fully in an Easement Deed to the Town of Acton dated July 26, 2002, and recorded at said Registry of Deeds on September 24, 2002, as Instrument No. 280, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 40 * LAND GIFT – ESTERBROOK ROAD

(Majority vote)

To see if the Town will vote to accept as a gift from Parcel 1A Esterbrook Road, LLC a parcel of vacant land on Esterbrook Road and shown as Parcel 1A on a plan entitled "Plan of Land in Acton, Massachusetts (Middlesex County)" prepared for Tocci Building Corp. dated January 19, 2001 and recorded at the Middlesex South District Registry of Deeds, Cambridge, MA as Plan No. 91 of 2001, and as more fully described in a deed to the Town of Acton recorded with at said Registry of Deeds on April 3, 2002 as instrument 1319, said parcel is also shown on Map F-4 of the Town Atlas as Parcel 37-5, containing approximately 5.8232 acres, for conservation and recreational purposes; and to see if the Town will also vote to accept as gift from Farm Hill Mall Limited Partnership a permanent access easement to Parcel 1A as shown on a plan entitled "Easement Plan in Acton, Massachusetts (Middlesex County) For Farm Hill Mall Limited Partnership." dated November 21, 2002 and recorded at the Middlesex South District Registry of Deeds, Cambridge, MA on December 13, 2002 as Instrument No. 1107, and described more fully in an Amended and Restated Grant of Easement to the Town of Acton dated November 26, 2002 and recorded at said Registry of Deeds on December 13, 2002 as Instrument No. 1108, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town accept the land as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 41 * LAND GIFT – GREAT ROAD
(Majority vote)

To see if the Town will vote to accept as a gift from Keystone Associates a parcel of vacant land at 310-320 Great Road more fully described in a deed to the Town of Acton dated November 8, 2002 and shown on Map D-4 of the Town Atlas as Parcel 35, containing approximately two (2) acres, for general municipal purposes, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town accept the land as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 42 * LAND GIFT – RIVER STREET
(Majority vote)

To see if the Town will vote to accept as a gift from Linda G. and Sally T. Johnson a parcel of vacant land at the corner of River Street and Parker Street and shown as Lot 238A – 2.3917 Acres on a plan entitled "Compiled Plan of Land in Acton, Massachusetts (Middlesex County), For: Woodard & Curran, dated September 14, 1999", and recorded in the Middlesex South District Registry of Deeds, Cambridge, MA as Plan 393 (Sheet 2 of 2) of 2000, said parcel is also shown on Map H-3 of the Town Atlas as Parcel 238, for conservation purposes, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town authorize the Board of Selectmen to accept the land as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 43 * PARKING EASEMENT – MAIN STREET
(Majority vote)

To see if the Town will vote to accept as a gift from Acton Garage Storage, Inc., a permanent easement for parking purposes at 1009-1015 Main Street and being shown as "Proposed 225' Recreation Easement" on a plan entitled "Plan of Land in Acton & Carlisle, Massachusetts (Middlesex County), For: Fenton" dated May 30, 2002, and recorded at the Middlesex South District Registry of Deeds, Cambridge, MA as Plan No. 574 of 2002, and as described more fully in a Grant of Easement to the Town of Acton dated June 4, 2002, and recorded at said Registry of Deeds on June 14, 2002, as Instrument No. 67, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 44 * SIDEWALK EASEMENT – HARRIS STREET VILLAGE
(Majority vote)

To see if the Town will vote to accept as a gift from Harris Street Village, LLC, a permanent sidewalk easement at the corner of Great Road and Harris Street being shown as "Sidewalk Easement 135 S.F." on a plan entitled "Harris Street Village, a Major Affordable Housing Development, Acton, Massachusetts (Middlesex County), Lot Layout Plan, For: Northwest Structures, Inc.", dated August 7, 1998, and recorded at the Middlesex South District Registry of Deeds, Cambridge, MA as Plan No. 810 of 1999, and as described more fully in a Grant of Easement to the Town of Acton dated May 14, 2002, and recorded at said Registry of Deeds on May 22, 2002, as Instrument No. 657, or take any other action relative thereto.

MOTION: Mrs. Harting-Barrat moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

MOTION: Mr. Shupert moves to dissolve this Annual Town Meeting at 11:38 PM.

MOTION CARRIES UNANIMOUSLY

Tellers

William Cady Head Teller
Carolyn Gray
Charles Kadlec
Jack Whittier
Ed Richter
Deena Ferrara

Ann Chang
Anne Kadlec
Robert Ferrara
Gail Sawyer
Jeff Bergart
Karen Dudziak

**ABSTRACT SPECIAL TOWN MEETING
HELD OCTOBER 20, 2003**

**AT 7:00 P.M. IN THE ACTON-BOXBOROUGH
REGIONAL JUNIOR HIGH SCHOOL AUDITORIUM**

**Number of Registered voters attending Town Meeting
174**

The Moderator, Donald Mackenzie, calls the Meeting to order at 7:00 PM. Mr. MacKenzie introduces the Chairman of the Board of Selectman, Walter Foster; Mr. Foster introduces the Town Clerk, Town Council and the other members of the Board of Selectmen.

The Moderator than introduces Gim Hom, Chairman of the Finance Committee. Mr. Hom introduces the members of the Finance Committee.

The Moderator introduces Jeff McCarthy, Co-Chair of the Daniel McCarthy Memorial Fund.

Mr. McCarthy gave a presentation on Danny's Place. The Goal is to establish a youth and community center for the greater Acton area.

The Moderator reads the article.

**ARTICLE 1# Rezoning of Parcel 28, 111 Great Road
(2/3 Vote Required)
Submitted by Citizen Petition**

To see if the Town will vote to amend the Acton zoning map, Map No.1, by rezoning from Limited Business District (LB) to East Acton Village District (EVA) a parcel of land shown in the 2003 Town Atlas, Map G-4, as Parcel 28, at 111 Great Road, or take any other action relative thereto.

MOTION: Ms Mitchell-Hardt moves that the Town adopt the bylaw amendment as set forth in the Article

Mr. William Mullin, representing Ms Mitchell-Hardt, gave a presentation in support of this article.

The Moderator polls the various Boards / Committees for their recommendation;

Board of Selectmen:	Approves Unanimously
Finance Committee:	Approves Unanimously
Planning Board:	Approves
East Acton Village Committee:	Approves
Economic Development Committee:	Approves

The Moderator reminds the town meeting members that the Town of Acton accepted MGL Ch 39 sc 15 at its Annual Town Meeting, April 2, 2001, Article 43 amended the Town Bylaw section A5 so that "The Town Moderator is not required to count a 2/3 required vote".

VOTE

MOTION CARRIES BY A TWO THIRDS MARGIN

Motion: Mr. Foster moves to dissolve this Special Town Meeting at 7:31 PM.

MOTION CARRIES UNANIMOUSLY

Tellers: Charles Kadlec, Ann Change and Connie Huber

TOWN ELECTIONS AND STATISTICS

TOWN OF ACTON ANNUAL TOWN ELECTION APRIL 1, 2003

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%
MACHINE 9:00 AM	138	170	238	171	167	164	1048	9%
12:00 PM	349	460	618	513	468	480	2888	24%
3:00 PM	438	754	903	730	722	744	4291	36%
6:00 PM	693	980	1158	986	929	926	5672	48%
MACHINE TOTAL - FINAL	896	1184	1434	1229	1191	1160	7094	60%
HAND COUNT (red strip)	7	12	7	6	9	4	45	
TOTAL VOTED	903	1196	1441	1235	1200	1164	7139	60%

TOTAL # REGISTERED VOTERS	1794	1974	2247	2006	2000	1904	11925
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MODERATOR

BLANKS	213	218	268	236	242	214	1391	20%
DONALD MACKENZIE	685	961	1162	995	942	943	5688	80%
SCATTERED	5	17	11	4	16	7	60	1%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

SELECTMAN

BLANKS	177	150	141	168	153	116	905	13%
ROBERT A. JOHNSON	429	611	737	570	539	594	3480	49%
HERMAN L. KABAKOFF	295	431	562	494	505	452	2739	38%
SCATTERED	2	4	1	3	3	2	15	0%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

SCHOOL COMMITTEE (2)

BLANKS	637	818	996	914	843	811	5019	35%
MARIE E. ALTIERI	595	792	958	778	786	779	4688	33%
JO-ANN M. BERRY	565	773	910	773	756	736	4513	32%
SCATTERED	9	9	18	5	15	2	58	0%
TOTAL	1806	2392	2882	2470	2400	2328	14278	100%

TRUSTEE, MEMORIAL LIBRARY

BLANKS	232	287	375	314	323	304	1835	26%
DAVID T. BARRAT	669	903	1055	916	871	857	5271	74%
SCATTERED	2	6	11	5	6	3	33	1%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

TRUSTEE, MEMORIAL LIBRARY

BLANKS	274	365	466	414	390	366	2275	32%
STACEY LIBERTY	443	523	609	539	506	459	3079	43%
ROBERT J. SURDEL	185	308	360	279	299	337	1768	25%
SCATTERED	1	0	6	3	5	2	17	0%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%
ACTON HOUSING AUTHORITY								
BLANKS	261	320	422	365	338	346	2052	29%
JOSEPH N. NAGLE	638	873	1013	868	855	817	5064	71%
SCATTERED	4	3	6	2	7	1	23	0%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

WATER SUPPLY DIST.

MODERATOR

BLANKS	239	278	385	338	309	300	1849	26%
RICHARD O'BRIEN	661	913	1052	896	885	862	5269	74%
SCATTERED	3	5	4	1	6	2	21	0%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

COMMISSIONER

BLANKS	258	309	417	349	335	336	2004	28%
LEONARD A. PHILLIPS	641	883	1016	884	858	827	5109	72%
SCATTERED	4	4	8	2	7	1	26	0%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

QUESTION

Shall the Town of Acton be allowed to assess an additional \$3,000,000 in real estate and personal property taxes for the purposes of meeting the educational expenses of the Acton Public Schools and the Acton-Boxborough Regional School system, for meeting the operating expenses of the Police Department, Fire Department, West Acton Citizens Library, Memorial Library, Highway Department, Finance Department, Municipal Properties Department, Natural Resources Department, Building Department, Health Department, Engineering Department, Cemetery Department, and Planning Department of the Town and the Acton-Boxborough Cultural Council for the fiscal year beginning July first, two thousand and three?

BLANKS	3	7	12	18	9	8	57	1%
YES	456	659	820	654	566	614	3769	53%
NO	444	530	609	563	625	542	3313	46%
TOTAL	903	1196	1441	1235	1200	1164	7139	100%

OTHER INFORMATION

REGISTERED VOTER STATISTICS

Democrats	2826
Republicans	1658
Unenrolled	7299
Others	64
Total Registered	11,847

Unregistered	8069
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POPULATION	19,916
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DOG STATISTICS

Dog Licenses	1662
Kennel Licenses	0021

VITAL STATISTICS

BIRTHS RECORDED	221
DEATH RECORDED	149
MARRIAGES RECORDED	89

DEATH

DATE	NAME	AGE
07/23/03	ALEXANDER, DAVID LEE (AKA BURTON	56
02/19/03	APTEKMAN, GREGORY	68
02/13/03	BAGINSKY PAPACHRISTOS, JUDITH A.	48
03/22/03	BARRETT, VIOLET AGNES	87
07/25/03	BARSAMIAN, MALCOLM	77
01/12/03	BAUDREAU, MAE ANNE	99
06/30/03	BELLIVEAU, MARY AGNES	73
010/04/03	BELLO, GILDA P	86
010/26/03	BENJAMIN, ROSE	85
05/07/03	BIRCH, BARBARA A	75
05/09/03	BLAKELY, ROBERT R	84
05/24/03	BLOCH, FRITZ WALTER	92
02/08/03	BOOMA, MOONYEEN J.	63
11/11/03	BROOKS, CARL D	83
06/12/03	BRYANT, AGNES L	84
11/21/03	BUCKLEY, JOHN E	72
05/28/03	BURBAN, YANKEL	65
05/31/03	CAGGIANO, JOSEPH JOHN	68
03/24/03	CAMPBELL, FRANCES L.	84
09/20/03	CANEJO, JOHANNA M	72
06/05/03	CARMAN, GESINA WICHERS	70
04/04/03	CHARTER, ELEANOR	81
04/05/03	CHARTER, FRANKLIN H.	85

DATE	NAME	AGE
06/13/03	CHRISTIANSEN, ALBERT A	72
04/02/03	CIARALDI, VIOLA	87
01/23/03	CLEWLEY, ESTHER P.	87
01/10/03	COGAN CUSHING, BEATRICE A.	97
11/21/03	COLALUCA, ANTHONY A	79
04/10/03	CONNELL, LAURA JOYCE DOWN	91
08/08/03	CORTINA, WILLIAM N	76
010/30/03	DEACON, NORMA J	73
06/19/03	DEGEORGE, THOMAS F, SR	62
11/21/03	DEGRAPPO, ALEXANDER	85
07/31/03	DENEHY, BERNADETTA J	84
07/08/03	DEPTULA, EDWARD J, JR	55
11/09/03	DICICCO, NANCY	82
11/07/03	DIEMERT, JACOB CHARLES	59
05/25/03	DIMARINO, MARIA HELENA JAOLINO	33
07/26/03	DIZIKI, ELIZABETH	90
01/26/03	DOLAN, JOHN C., JR.	74
01/11/03	DONAHUE, JOSEPH R.	80
11/27/03	DRUCKER, RUTH ELLEN	87
05/18/03	DUNNAN, WILLIAM JOHN	67
11/21/03	ERICSON, DONNA	62
07/24/03	FELT, DONALD P.	94
06/04/03	FLANNERY, HARRIETT ELIZABETH	85
01/27/03	FODERA, VITO	89
01/29/03	FRANKLAND, HILDA H.	89
04/27/03	FROST, CLARENCE G	67
09/19/03	FURASH, LOUIS JULIUS	90
06/15/03	GALLANT, LILLIAN G	93
11/02/03	GARVIN, SYLVIA GRAHAM	77
08/19/03	GERVIN, MARJORIE C	82
03/19/03	GILES, RICHARD E.	57
04/12/03	GILFIX, DAVID	67
09/01/03	GLENNON, DONALD C	75
12/12/03	GREEN, FRANCES Q	86
11/24/03	GREGORY, JOAN F	65
08/15/03	HAMER, MARIA C	74
01/21/03	HAUSNER, MARTHA	83
04/18/03	HEFFERNAN, MONICA M	65
07/05/03	HEITMAN, RICHARD E	73
09/20/03	HOLDEN, DOROTHY S	91
03/13/03	HOLLOWELL, HARRY M.	81
01/24/03	HOPKINS, ELLEN CECELIA	71
11/15/03	HUNT, THELMA E	92
09/17/03	HUTTON, ROBERT E	58
07/19/03	JANSKY, JOHN ERNEST	77
09/19/03	JONES, HOWARD FULLONTON, SR	91
09/27/03	KARLSON, KATHERINE E	91
05/10/03	KRASIK, JOSEPH	51
12/06/03	KUNELIUS, OTTO	91
09/05/03	LAMBERT, MARY ELLEN	56
06/28/03	LANDRY, JEAN C	83
010/01/03	LAUGHLIN, THOMAS JOSEPH JR	81
02/16/03	LEFIGUEROA, THANH	57
03/25/03	LEVIN, ILENE ATKINS	54

DATE	NAME	AGE	DATE	NAME	AGE
01/17/03	LEVIN, ISADORE	98	06/21/03	THOMPSON, RICHARD FRANK	38
11/03/03	LIPARI, PETER F	73	12/22/03	THOMSEN, MARJORIE B	84
11/06/03	LITTLE, ADELLE CLARKE	57	06/24/03	TRAINOR, EMMA DORA	102
12/19/03	LIVIERATOS, CONSTANTINE	76	07/13/03	VALADE, ALBERT E	65
03/16/03	LOOMER, MARGARET JOAN	92	07/24/03	VANGURY, TAYARU	73
010/09/03	LORING, TATIANA F	75	03/10/03	VARNO, DANIEL C.	65
010/25/03	MACDONALD, MARION	94	12/13/03	VELENO, NICHOLAS A	84
09/23/03	MARCUS, RUTH L	85	11/19/03	VIITA, MARIA	52
010/10/03	MARKOWITZ, MILDRED	82	12/26/03	VOIGT, IRMGARD	94
03/13/03	MARKS, KATHERINE E	78	04/15/03	WALDE, FRANCES BETTY	61
06/05/03	MARSHALL, FRANCES C	92	09/02/03	WARSHAFSKY, LEWIS	89
11/03/03	MARTELL, CATHERINE A.	86	01/03/03	WERNER, LINNEA C.	93
01/06/03	MATSON, DAVID E.	63	010/08/03	WILLIAMS, DOROTHY ELIZABETH	88
04/10/03	MCCARTHY, DANIEL J	16	02/25/03	WILLMAN, KENNETH E.	91
03/21/03	MCGAHAN, ANNE THERESE	41	04/02/03	WOOD, FRANK	75
010/21/03	MESSINA, MARTHA M	79	05/19/03	WOODWARD, JEAN L	83
01/17/03	MOLLOY, CATHERINE JOSEPHINE	89	11/20/03	WRAY, STANLEY T JR	69
08/04/03	MURPHY, CAROL	66	03/18/03	ZIMAN, DOROTHY E.	79
07/26/03	MURPHY, WILLIAM J	83			
03/28/03	MURRAY, MARGARET F.	96			
06/29/03	NEAGLE, BARBARA ELAINE	77			
03/20/03	NELSON, HULDAH M.	92			
02/11/03	NICHOLSON, PAULINE LORRAINE	74			
12/18/03	NOLAN, BERNARD V	64			
07/17/03	NORDBERG, HAROLD FREDERICK	93			
11/23/04	NYLANDER, BARBARA G	91			
03/15/03	OSBORN, HELEN B.	79			
05/04/03	OWENS, DAVID MICHAEL	95			
01/01/03	PALMBACH, RONALD BRUCE	57			
05/28/03	PENNINGTON, BETTY PAMELA	74			
04/15/03	PERKIN, FRANCES RITA	82			
08/18/03	PERLEY, KIM PARK	61			
11/24/03	PERRY, JOSEPH G	85			
05/26/03	PIRES, LUIZA G	8			
12/14/03	RAISANEN, UOLEVI	78			
010/04/03	REARDON, BRIAN R	38			
04/23/03	RHODES, IRENE M	68			
11/10/03	RICHARDS, CARLIE C	91			
010/18/03	RIGALI, DONNA MARIE	43			
04/09/03	ROCK, MARGIE E	81			
07/23/03	ROESLER, EDMUND MARTIN	85			
08/04/03	ROGERS, BARBARA MAY	85			
010/13/03	ROMAN, ILANA ENGLANDER	57			
07/14/03	ROTH, RICHARD A	72			
04/07/03	SANFORD, PATRICIA E	63			
01/21/03	SAWISCH, HARRY JOSEPH, SR	45			
07/16/03	SCHOORENS, LILLIAN M	96			
010/22/03	SIMEONE, ANNA	94			
04/02/03	SMITH, GRACE E.	92			
010/28/03	SMITH, HELEN	82			
010/17/03	STOICO, CATHERINE F	87			
06/22/03	STORY, LAWRENCE THEODORE	71			
09/28/03	SWINDELL, MARJORIE E	93			
03/16/03	THEILKE, KATHERINE (AKA KATHARINA R.)	95			

ACTON INFORMATION

NATIONAL, STATE, AND COUNTY OFFICIALS

NATIONAL

President	George W. Bush
Vice-President	Richard Cheney
Senators in Congress 5th Congressional District	Edward M. Kennedy John F. Kerry
Representative in Congress 5th Congressional District	Martin T. Meehan

STATE

Governor	Jane Swift
Lieutenant Governor	Vacant
Secretary of the Commonwealth	William F. Galvin
Attorney General	Thomas F. Reilly
Treasurer and Receiver General	Shannon P. O'Brien
Auditor of the Commonwealth	Joseph DeNucci
Senator Middlesex / Worcester District	Pamela P. Resor
Representative in General Court 14th Middlesex Representative District	Cory Atkins

MIDDLESEX COUNTY

Clerk of Superior Court	Edward J. Sullivan
Register of Deeds Middlesex South	Eugene C. Brune
Register of Probate	John R. Buonomo
District Attorney	Martha Coakley
County Sheriff	James V. DiPaola

ELECTED TOWN OFFICIALS

POSITION	NAME	TERM EXPIRES
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Moderator		
	Donald MacKenzie	2004
Acton Board of Selectmen		
V C	Peter K. Ashton	2004
	William (Trey) Shupert	2005
Clerk	F. Dore' Hunter	2005
Chair	Walter M. Foster	2004
	Robert A. Johnson	2006

Acton - Boxborough Regional School District

	Jeffrey C. Vandegrift	2005
	Michael J. Coppolino	2004
	Mary Ann Ashton	2005
Chair	Jo-Ann M. Berry	2006
	Marie E. Altieri	2006
	Terence Lindgren	2004

Acton Public Schools Committee

	Jeffrey C. Vandegrift	2005
	Michael J. Coppolino	2004
	Mary Ann Ashton	2005
	Jo-Ann M. Berry	2006
	Marie E. Altieri	2006
Chair	Terence Lindgren	2004

Trustees Memorial Library

Sec	Stacey Liberty	2005
	Brewster Conant	Corporate
Pres	David T. Barrat	2006
	Henry J. Hogan	Corporate
V P	Thomas F. Dunn	2004
	Raymond A. Shamel	Corporate
	Dennis J. Ahern	Corporate
	Ann W. Chang	Corporate

Housing Authority

V C	Joseph M. Nagle	2008
Chair	Jean B. Schoch	2007
	Robert B. Whittlesey	8/10/08
	Erin O'Brien Bettez	2004
Sec	Denis P. Sullivan	2005

Trustees, Fireman's Relief Fund Acton

	William A. Klauer	2005
	Allen H. Nelson	2006
	Joseph A. Conquest	2004

POSITION	NAME	TERM EXPIRES
----------	------	-----------------

Trustees, Fireman's Relief Fund West Acton

Chair	Edward M. Bennett	2006
	Forest E. Bean III	2004
	Malcolm S. MacGregor	2005

Trustees, Charlotte Goodnow Fund

	Sally Moore	2006
Chair	Frances S. Moretti	2004
	Alice P. Miller	2005

Trustees, Elizabeth White Fund

Chair	Cornelia O. Huber	2004
	Francis M. Joyner, Jr.	2006
	Andrea S. Miller	2004

Trustees, West Acton Citizen Library

Chair	Robert L. Loomis	2005
Clerk	Virginia A. Rhude	2004
	Peter J. Gilmette	2006

OFFICIALS APPOINTED BY MODERATOR

Finance Committee

	William Brown	2005
	Patricia Clifford (alt.)	2004
V C	Jonathan Chinitz	2005
	Rheta Roeber	2006
	Herman Kabakoff	2004
Chair	Robert Evans	2006
	Thomas I. Moncrieff	2004
Chair	Gim Hom	2004
Sec.	John Ryder	2005
	David Stone	2006

Minuteman Science-Technology H.S.

Charles H. Olmstead	2005
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APPOINTMENTS MADE BY SELECTMEN

POSITION	NAME	TERM EXPIRES
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Acton-Boxborough Cultural Council

7 Acton members – 3 Year Term P.O. Box 2291 Acton, MA

Chair	Jean Butler	2004
	Michele Holland	2004
	Rosie M. Latto	2006
	Rixin Li	2006
	Elaine Sisler	2006
	Nancy Gerhardt	2006
	Ann Budner	2006
	Boxborough members	
Secrty.	Susan Page	2004
Treasur	Mitzi Weil	2005

Acton Community Housing Corp.

5 to 7 Members – 3 Year Term

Chair	Nancy Tavernier	2005
Assoc.	Kevin McManus	2004
	Naomi McManus	2005
Assoc.	Pam Shuttle	2004
	Daniel Buckley	2004
	Robert B. Whittlesey	2004
	Ryan Bettez	2006

Board of Appeals

3 Members and 3 Alternate Members – 3 Year Term

Alt.	Cara Voutselas	2005
Clerk	David Black	2006
Chair	Jon Wagner	2006
	Kenneth Kozik	2005
Alt.	William Sawyer	2006
Alt.	Richard Fallon	2006

Board of Assessor's

3 Members and 1 or More Alternates – 3 Year Term

	Lester Goodridge	2005
Chair	James Kotanchik	2006
Alt.	David E. Brown	2006
	Susan C. Miller	2005

Board of Registrar of Voters

3 Members – 3 year term

	Evelyn Olschewski	2006
	Katherine F. Arnold	2005
	Deena Ferrara	2004

POSITION NAME	TERM EXPIRES	POSITION NAME	TERM EXPIRES
Cable Advisory Committee		Council on Aging	
7 Members – 3 Year Term		9 Members – 1 Year Term	
John Covert	2005	Chair Patricia A. Ellis	2004
Open		Catherine Guinee	2004
Open	2005	Paul A. Turner	2004
Open	2005	Mary Cash	2004
Maynard G. Brandon	2006	Thomas H. McQueen	2004
Terra Friedrichs	2004	Gena Manalan	2004
Frits W. Riep	2006	Jan Patrick	2004
		Anita Dodson	2004
		William K. Ely	2004
		Cathleen Summers	2004
		Stephen Baran	2004
Cemetery Commission		Disabilities, Commission On	
3 Members – 3 Year Term		9 Members – 3 Year Term	
Charles Smith	2004	John A. Barko	2006
Chair Brewster Conant	2005	Edward M. Leary	2006
Secrty Stanley T. Wray	2006	Elizabeth A. Franklin	2006
		Christine Weinberger	2006
		Chair Brenda Viola	2004
		Janet A. Feasel	2006
		Selma Garber	2006
		Jean Nigro-Ricci	2006
Community Preservation Committee		Elderly and Disable Tax Disbursement Comm	
9 Members (see Bylaw S for terms)		(Standing)	
Walter Foster	2006	James Kolanchik	Standing
Andrew Magee	2005	Peter Ashton	Standing
Peter Grover	2005	John Murray	Standing
Christopher Schaffner	2004	Carol Mahoney	Standing
Alison E. Gallagher	2004	Nancy Gerhardt	Standing
Erin O'Brien Bettez	2005		
Chair Peter Berry	2006		
Susan Mitchell-Hardt	2006		
VChair Catherine Coleman	2006		
Assoc. Carol A. Todzia	2004		
Assoc. Mimi Herington	2004		
John Ryder			
Assoc. Matthew Lundberg	2004		
Conservation Commission		East Acton Village Planning	
7 Members – 3 Year Term and 3 Assoc. – 1 Year Term			
VChair Peter Berry	2006	Dave E. Brown	Standing
Chair Andrew Magee	2005	Carol Holley	Standing
Terry Maitland	2006	Chair Kenneth Sghia-Hughes	Standing
Susan Phoenix	2005	Steve Steinberg	Standing
Jeffrey N. Rogers	2006	Micki Williams	Standing
Barbara Smith	2005	Tom McLaughlin	Standing
Assoc. Michale Eder	2004	Arthur Wu	Standing
Assoc. Julia S. Miles	2004	Susan M. Kennedy	Standing
Matt Liebman	2004	Elizabeth Comstock	Standing
Assoc. James Snyder-Grant	2004	Stacey Durkin	Standing

POSITION	NAME	TERM EXPIRES	POSITION	NAME	TERM EXPIRES
Economic Development Study Comm			Historic District Commission		
Advisory Committee Unlimited Members – 3 Year Term			6 Members – 3 Year Term and 4 alt. Members – 3 Year Term		
VChair	Wayne Friedrichs	2006	Chair	Michaela Moran	2004
	Herman Kabakoff	2006	Alt	Anne Forbes	2006
	Jon Avery	2006		Thomas Peterman	2004
	Ann Chang	2006		Kenneth Guditz	2006
Chair	Rheta Roebar	2006		Bonnie Geithner	2006
	William (Trey) Shupert	2006		Michele Barabash	2004
	Roland Bartl	Town		Hong An	2006
	Phillip J. Janus	2006		Brian Bendig	2006
	Hartley Millett	2006	Lowell Regional Transit		
	Lauren Rosenzweig	2006	1 Member – 1 Year Term (Advisory to BOS)		
Associate	Joshua Chernin	2006		Sheldon Herskovitz	2004
Hanscom Field Advisory			Land Stewardship Committee		
2 Members – 3 Year Term (Advisory to BOS)			(Advisory-OPEN)		
Health Insurance Trust				John Chalmers	Open
Chair	Peter Ashton			David Cochrane	Open
	Marie Altierie			Robert Guba	Open
	John Ryder			Gigi Hopkins	Open
	John Murray			Philip Keyes	Open
	Sharon Summers			Peggy Liversidge	Open
Health, Board of				Ian MacPherson	Open
5 Members – 3 Year Term and 3 Assoc. Members – 1 Year Term				Linda McElroy	Open
	Mark Conoby	2006		Nan Millett	Open
Chair	William McInnis	2004		Cyril Murphy	Open
	Dr. Robert Matuso	2004		Ann Shubert	Open
	Robert Oliveri	2005		Jim Snyder-Grant	Open
Assoc.	Rita L. Dolan	2003		Laurie Ullmann	Open
Assoc.	Catherine C. Block	2003		Paul Wasserboehr	Open
	Roxanne Hunt	2005	Metropolitan Area Planning		
Assoc.	Terry Gilmore	2003	1 Member – 3 Year Term (Advisory to BOS)		
Assoc.	Pamela Harting Barrat	2004		Patrick Halm	2004
Assoc.	Joane Bissetta	2004	Minuteman Senior Services		
Historical Commission			1 Member – 3 Year Term		
5 Members – 3 Year Term and 2 Assoc. – 1 Year Term				Richard King	2006
	Anita Dodson	2005			
Chair	William Klauer	2005			
	Peter Grover	2004			
	Victoria Beyer	2006			
	Robert Coan	2005			
Assoc.	John Benkert	2004			
Assoc.	Open				

POSITION NAME	TERM EXPIRES	POSITION NAME	TERM EXPIRES		
Open Space and Recreation Committee (Standing Sub-Committee of Conservation)		Professional Advisory Committee Unlimited Term			
Peter K. Ashton	Standing	Marlene Bergart	Open		
Terry Maitland	Standing	Kathryn Black	Open		
Laura Sikalis	Standing	Rita Dolan	Open		
Morene Bodner	Standing	Jane Guber	Open		
Susan Mitchell-Hardt	Standing	Janet Hart	Open		
Linda McElroy	Standing	Richard Porter	Open		
Barbara Smith	Standing	Ruth Porter	Open		
William Mullin	Standing	Carolyn Randolph	Open		
Dick Hatfield	Standing	Thomas Wong	Open		
Jane Ceraso	Standing	Jean Worfolk	Open		
Hartley Millett	Standing	Eleanor Voorhies	Open		
		Catherine Block	Open		
Outdoor Lighting Advisory Committee (Standing Committee)		Public Ceremonies Committee 11 Members – 3 Year Term			
Bernie Kosicki	Standing	Public Safety Steering Committee (Standing Committee)			
J. Martin Graetz	Standing	William (Trey) Shupert	Standing		
Hartley Millett	Standing	F. Dore’ Hunter	Standing		
Steven Feinstein	Standing	Jonathan Chinitz	Standing		
Gary Green	Standing	Bob Craig	Standing		
PCRC Study Group (Standing Committee)		Frank Widmayer	Standing		
William (Trey) Shupert	Standing	Art Gagne	Standing		
Peter Ashton	Standing	John Murray	Standing		
Kenneth Sghia-Hughes	Standing	Dean Charter	Standing		
Mobina Mohsin	Standing	Charlie Kadlec	Standing		
Charles Kadlec	Standing	Marie Altieri	Standing		
Wayne Friedrichs	Standing	Kenneth Sundberg	Standing		
Michael Eder	Standing	Stephen Heerskovitz	Standing		
Roland Bartl	Staff	Jim Dudziak	Standing		
Planning Board 7 Members – 6 Year Term and 2 Assoc. – 1 Year Term		Albert Daskocil	Standing		
Chair	Lauren Rosenzweig	2007	Ian Moncreif	Standing	
Clerk	Edwin Pearson	2004	Recreation Commission 5 Members – 3 Year Term and Assoc. – 1 Year Term		
	Patrick Halm	2004	Robert E. Cadogan	2005	
	Hartley Millett	2004	Alison E. Gallagher	2005	
	Gregory Niemyski	2005	VChair	Michele Zaremba	2006
Magic Rep.	Christopher Schaffner	2008	Chair	Ronald Schlegel	2006
	OPEN	2008	South Acton Revitalization Committee 5 Members – 3 Year Term (Advisory to BOS)		
Assoc.	Stacy Rogers	2004			
Assoc.	Open				
Personnel Board 5 Members – 3 Year Term and 3 Assoc. – 3 Year Term (3 Must Be Active in HR Field)					
Chair	John J. Donnelly	2003			
	J. Christopher Mar	2005			
	Diane Yasgur	2003			
	Open				
	Open				

**POSITION
NAME**

**TERM
EXPIRES**

**APPOINTMENTS MADE BY THE
TOWN MANAGER**

Taxation Aid Committee

5 Members, Chairman BD of Assessors, Town Treasurer, 3 Residents

Chair James Kotanchik
John Murray
Nancy Gerhardt
C. Mahoney
Peter Ashton

Transportation Advisory

5 Members – 3 Year Term and 2 Assoc. – 1 Year Term

Chair	Samuel Lawton	2006
	Renee J. Robins	2006
	Audrey Stuart	2005
	Edward Gardiner	2004
	Arthur Wu	2005
Assoc.	Mary H. Utt	2004
Assoc.	Ann Sussman	2004

Volunteer Coordinating Committee

7 Members – 3 Year Term

	Nancy Whitcomb	2005
	Jean B. Schoch	2004
	Efi Papadopoulos	2004
	Karen McDonald	2006
	Open	
	Open	
	Open	

Joint Technical Advisory Committee (JTAC)

F. Dore' Hunter
Walter Foster
Terry Lindgren
Marie Altieri
Tess Summers
Steve Hall
Don Johnson
Mark Hald
Kent Quirk
John Bartlett
John Donnelly

Assistant Town Manager

John Murray III

Assistant Assessor

Brian McMullen

Commission on Disabilities

9 Members for 3 year terms

John A. Barko	2006
Joseph Grandine (deceased)	2003
George Lussier	2004
Elizabeth A. Franklin	2006
Christine Weinberger	2006
Edward Leary	2006
Brenda Viola	2004
Janet Feasel	2006
Selma Garber	2006
Jean Nigro-Ricci	2006

Expires

Constable

Robert Connell
Barbara Hartnett
John Scicholone
David Muscovitz
Christine Joyce
Christopher Prehl
Frederick Hryniewicz
David Allen

Deputy Building Inspector

David F. Abbt

Deputy Inspector of Gas Piping and Gas Appliances

Kenneth Johnson

Deputy Inspector of Wires

William Morehouse

Emergency Management

Director Don P Johnson
Director John Murray
Deputy Director, Seth Campbell
Deputy Director Charles Landry

Director of Municipal Properties

Dean Charter

Director of Public Health

Douglas Halley

Dog Officer

Patrick (TAC) Palmer

Fence Viewer
David F. Abbt

Field Driver
William J. Durkin

Fire Chief
Robert Craig

Deputy Fire Chief
Captains
Carl Robinson
George Williams
Kevin Lyons#

Lieutenants
Geoffrey Neagle
Robert Smith

Firefighters
Forrest E. Bean, III
James Young
Bruce Stone

Firefighters/EMT's
Robert Sabourin
Richard Sullivan
Ricky Robinson
James Ray
Brian Richter
Tom Wallerstein
Kenneth Ineson
William Klauer
Leo Hayes
Kris Ellicks
Shawn Ferrari
Kenneth Carroll
John White
William Rolfe

Call Firefighter
Robert Puffer

Forest Warden
Chief Craig

Inspector of Animals
Patrick (TAC) Palmer

Inspector of Gas Piping and Appliances
James G. Corey

Inspector of Wires
Clarence Frost (deceased)
William Morehouse

Local Building Commissioner
Garry A. Rhodes

Natural Resources/Cemetery Director
Thomas Tidman

Keeper of the Lockup
Frank J. Widmayer III

Chief of Police
Frank J. Widmayer III

Lieutenants
Donald L. Palma Jr.
Thomas J. Rogers

Sergeants
Robert L. Parisi
Bruce A. Nadeau*
James A. Cogan
Raymond P. Grey
Edward Lawton

Police Officers
Brian Goodman*
Robert Cowan
James Goodemote
Christopher Prehl
John Cooney
Michael Cogan
Kevin Heffernan
Luke Penney
Dean Keeler
Keith Campbell
Douglas Sturniolo
Brian Bandini
Todd McKelvie

Police Matrons
Faith Williams
Debra Richardson
Christine Joyce
Kerry Williams

Dispatchers
Faith Williams
Kevin Antonelli
Anne Milligan
Kelly Ramsay
Roger Wallace

Public Ceremonies and Celebrations
Charles Jones*

Robert Vanderhoof
Michael Lyons

Robert Hart

James Kessler#
Daniel Morse

Scott Morse
Brent Carter
Jared Crowley
Anita Arnum
Shean Sheridan
Mark Richardson
Robert Wetherbee
Christopher Sammet
Patrick Judge
Edmond Daigneault
Nick Pentedemous
Richard Tyler
Eric Mathieu

Paul Cogan
Raymond LaRoche*
Christopher Browne
Frederick Rentschler
Scott Howe

Lisa Driscoll
Leo Gower
Gardena Abramowitz
Daniel Silva
Scott Krug
Daniel Holway
Tricia Dellicicchi

Paul Connors
Robert Merrill
Sophia Kotzabaldiris

Public Weighers

Christopher N. Prehl

Paul Cogan

James A. Barbato

Robert Greenough

Recreation Director

Nancy McShea

Sealer of Weights and Measures

Mark Fitzpatrick

Supt. of Streets

David Brown

Town Finance Director

Steven Barrett

Town Engineer

David Abbt

Town Report Committee

Ann Chang

Mildred Jarvis

Veteran's Agent

Charles Jones*

Retirements *

Resignations #

STREETLIST
OF THE TOWN OF
ACTON, MASSACHUSETTS
TOWN OF ACTON
ENGINEERING DEPARTMENT
JANUARY 1, 2003

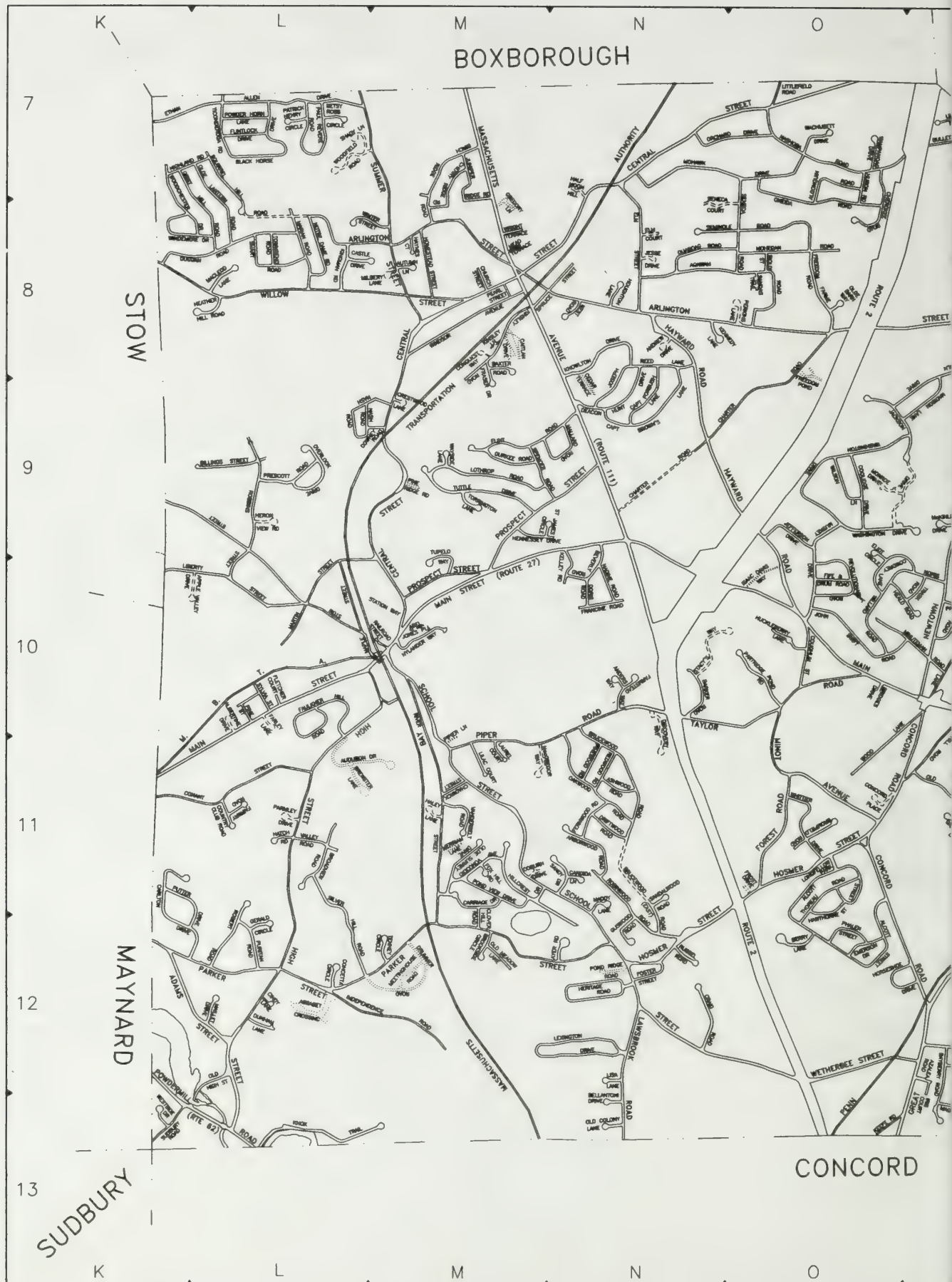
STREET NAME	PRECINCT	STREET MAP		STREET NAME	PRECINCT	STREET MAP	
		INDEX				INDEX	
ABEL JONES PLACE	4	M-10		BREWSTER LANE	5	L-11	
ACORN PARK DRIVE	2	R-10		BRIAR HILL ROAD	1	R-11	
ADAMS STREET	5	K-12		BRIDGES DRIVE	2	O-10	
AGAWAM ROAD	3	N-8		BRIDLEPATH WAY	1	Q-13	
ALBERTINE DRIVE	4	L-10		BRIMSTONE LANE	1	R-11	
ALCOTT STREET	6	O-12		BROADVIEW ROAD	5	L-11	
ALEXANDRA WAY	1	S-10		BROMFIELD ROAD	6	O-11	
ALGONQUIN ROAD	3	O-8		BROOK STREET	6	Q-11	
ANDERS WAY	4	N-10		BROOKSIDE CIRCLE	5	M-12	
ANDREW DRIVE	4	N-8		BROWN BEAR CROSSING	1	S-9	
APPLE VALLEY DRIVE	4	K-10		BRUCEWOOD ROAD	6	N-11	
ARBORWOOD ROAD	5	N-11		BRUCEWOOD ROAD EAST	6	N-11	
	3 - 21 ODD			BULLETTE ROAD	2	P-7	
	18 - 20 EVEN			BUTTERNUT HOLLOW	1	S-9	
ARBORWOOD ROAD	6	N-11					
	2 - 12 EVEN			CAITLIN DRIVE	4	M-8	
ARLINGTON STREET	2	P-8		CANDIDA LANE	5	N-11	
	1 - 73 ODD			CAPTAIN BROWN'S LANE	4	N-9	
	14 - 134 EVEN			CAPTAIN FORBUSH LANE	4	N-9	
ARLINGTON STREET	3	N-8		CAPTAIN HANDLEY ROAD	1	R-10	
	89 - 423 ODD			CARLISLE ROAD	1	T-11	
	272 - END EVEN			CARLTON DRIVE	5	K-11	
ARLINGTON STREET	4	N-8		CARRIAGE DRIVE	5	M-11	
	158 - 262 EVEN			CASTLE DRIVE	3	L-8	
ASHLEY CIRCLE	1	S-11		CEDAR TERRACE	4	N-9	
ASHWOOD ROAD	6	N-11		CENTRAL STREET	3	N-7	
ASSABET CROSSING	5	L-12			236 - 456 EVEN		
AUDUBON DRIVE	5	L-11			283 - 459 ODD		
AUTUMN LANE	3	M-8		CENTRAL STREET	4	M-8	
AYER ROAD	5	N-12			1 - 267 ODD		
AZALEA COURT	6	P-13			2 - 224 EVEN		
				CHADWICK STREET	5	M-11	
BADGER CIRCLE	1	S-11		CHAFFIN WAY	2	P-8	
BALSAM ROAD	2	P-9		CHARTER ROAD	2	N-9	
BANKSIDE HOLLOW	1	S-9			63 - 103 ODD		
BARKER ROAD	6	N-10			54 - 106 EVEN		
BAXTER ROAD	4	M-9		CHARTER ROAD	4	N-9	
BAYBERRY ROAD	6	P-12			16 - 50		
BEECHNUT STREET	2	R-9		CHEROKEE ROAD	3	O-8	
BELLANTONI DRIVE	5	N-13		CHERRY RIDGE ROAD	3	M-8	
BELLOWS FARM ROAD	1	R-12		CHESTNUT STREET	2	R-9	
BERRY LANE	6	O-12		CHURCH STREET	3	M-8	
BETH CIRCLE	1	S-9		CINDY LANE	5	L-12	
BETSY ROSS CIRCLE	3	L-7		CLOVER HILL ROAD	5	M-12	
BEVERLY ROAD	4	N-10		COBURN DRIVE	5	M-11	
BILLINGS STREET	4	L-9		CONANT STREET	5	L-11	
BIRCH RIDGE ROAD	3	M-7		CONCETTA CIRCLE	5	L-12	
BITTERSWEET LANE	1	R-11		CONCORD PLACE	6	O-11	
BLACK HORSE DRIVE	3	L-7		CONCORD ROAD	6	O-11	
BLUE HERON WAY	1	R-11		CONQUEST WAY	4	M-9	
BLUEBERRY PATH	1	T-11		COOLIDGE DRIVE	2	O-9	
BRABROOK ROAD	6	P-12		COUGHLIN STREET	6	O-10	
BRAMBLE WAY	1	R-12		COUNTRY CLUB ROAD	5	L-11	
BREEZY POINT ROAD	2	R-9		COUNTRYSIDE ROAD	2	P-7	
				COWDREY LANE	2	O-10	

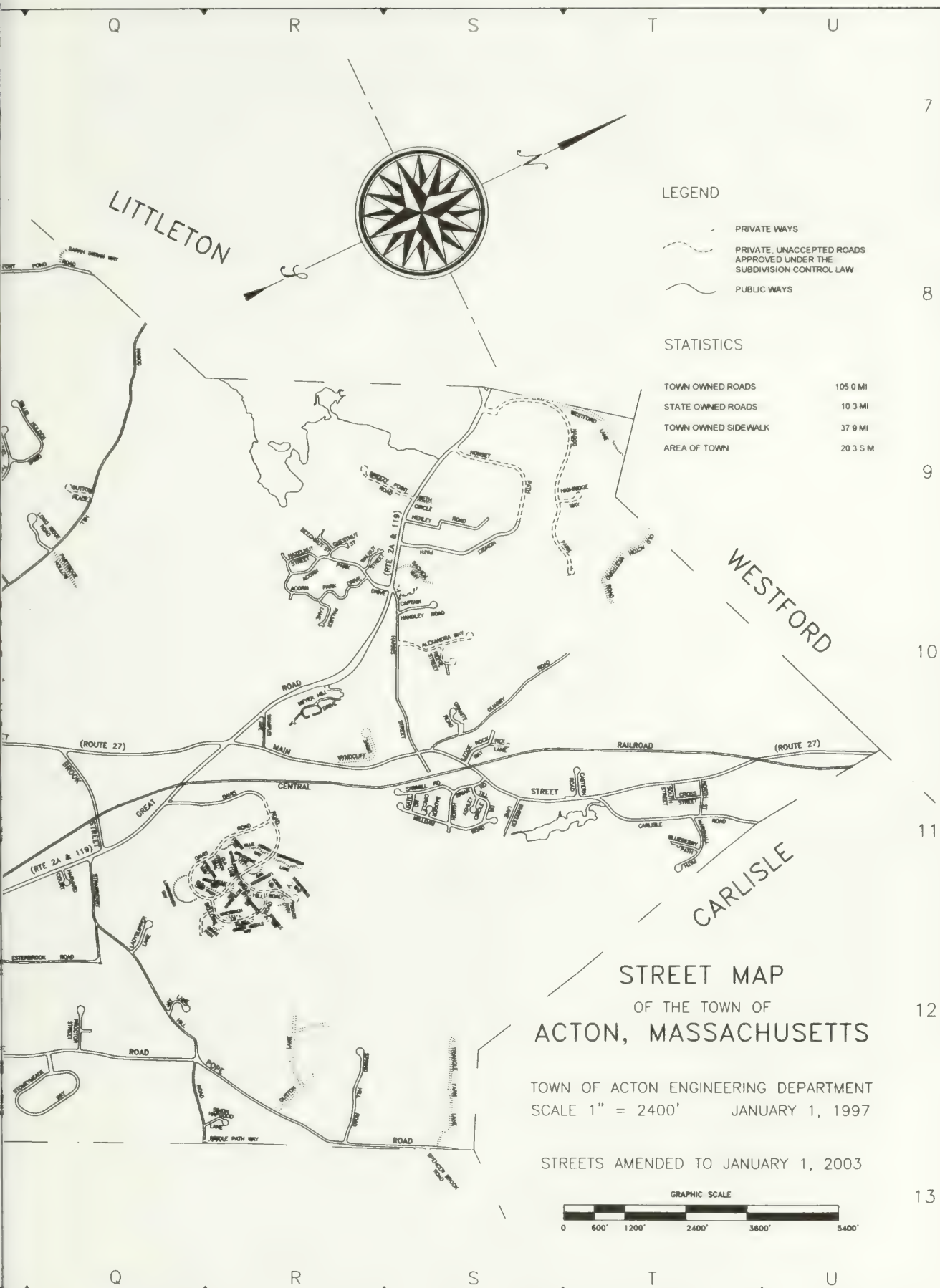
STREETMAP			STREETMAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
CRAIG ROAD	6	N-12	FREEDOM FARME ROAD	3	O-8
CRESTWOOD LANE	4	M-9		7 - 21 ODD	
CRICKET WAY	6	P-11	8 - 22 EVEN FROST DRIVE	2	O-11
CROSS STREET	1	T-11			
DAVIS ROAD	1	R-11	GERALD CIRCLE	5	L-12
DEACON HUNT ROAD	4	N-9	GIONCONDA AVENUE	5	M-11
DEERGRASS LANE	1	R-11	GRANITE ROAD	1	S-10
DEVON DRIVE	1	T-11	GRACE PATH	1	Q-12
DISCOVERY WAY	5	N-11	GRASSHOPPER LANE	6	P-11
DORIS ROAD	4	N-10	GREAT ELM WAY	1	S-9
DOWNEY ROAD	4	L-9	GREAT ROAD	6	Q-13
DRIFTWOOD ROAD	6	N-11		1 - 217 ODD	
DRUMMER ROAD	5	M-12		2 - 336 EVEN	
DUGGAN ROAD	3	L-8	GREAT ROAD	2	Q-11
DUNHAM LANE	5	L-12		340 - END EVEN	
DURKEE ROAD	4	M-9	GREEN NEEDLE WAY	1	R-12
DUSTON LANE	1	R-12	GREENWOOD LANE	2	P-10
EASTERN ROAD	1	S-11	GREGORY LANE	3	M-8
ELIOT CIRCLE	2	O-10	GREYBIRCH LANE	1	Q-12, R-12
ELM COURT	3	N-8	GRIST MILL ROAD	3	L-8
ELM STREET	3	N-8	GUSWOOD ROAD	5	N-12
EMERSON DRIVE	6	O-12	HALEY LANE	5	M-11
ESTERBROOK ROAD	6	P-12	HALF MOON HILL	3	N-8
ETHAN ALLEN DRIVE	3	L-7	HAMMOND STREET	2	P-9
EVERGREEN ROAD	2	P-9	HARRIS STREET	1	R-10
EVERGREEN WAY	2	P-9	HARTLAND WAY	1	T-11
FAIRWAY ROAD	5	L-11	HARVARD COURT	6	Q-11
FARLEY LANE	5	L-10	HATCH ROAD	5	L-11
FARMERS ROW	1	Q-11	HAWTHORNE STREET	6	O-12
FARMSTEAD WAY	4	N-10	HAYNES COURT	3	M-8
FAULKNER HILL ROAD	5	L-10	HAYWARD ROAD	2	N-9
FERNWOOD ROAD	5	N-11		1 - 61 ODD	
	3 - 11 ODD		HAYWARD ROAD	4	N-9
FERNWOOD ROAD	6	N-11		66 - END EVEN	
	4 - 10 EVEN		HAYWARD ROAD	6	N-9
FIFE & DRUM ROAD	2	O-10		4 - 54 EVEN	
FISCHER PATH	1	R-11	HAZELNUT STREET	2	R-10
FLAGG ROAD	6	P-12	HEALD ROAD	2	O-10
FLETCHER COURT	4	L-10	HEATHER HILL ROAD	4	L-8
FLINT ROAD	4	M-9	HEMLOCK LANE	2	P-10
FLINTLOCK DRIVE	3	L-7	HENLEY ROAD	1	S-9
FOREST ROAD	6	O-11	HENNESSEY DRIVE	4	M-9
FORT POND ROAD	2	P-8	HERITAGE ROAD	5	N-12
FOSTER STREET	6	N-12	HERON VIEW ROAD	4	L-9
FOX HILL ROAD	5	M-11	HICKORY HILL TRAIL	2	P-10
FRANCINE ROAD	4	N-10	HIGH STREET	5	L-11
FRASER DRIVE	4	M-9	HIGHLAND ROAD	3	K-7
FREEDOM FARME ROAD	2	O-8	HIGHRIDGE WAY	1	S-9
	1 - 5 ODD		HILLCREST DRIVE	5	M-11
	2 - 4 EVEN		HILLSIDE TERRACE	3	M-8
			HOMESTEAD STREET	3	M-8
			HORSESHOE DRIVE	6	O-12

STREETMAP			STREETMAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
HOSMER STREET	5	N-12	MacLEOD LANE	3	L-8
	103 - 119 ODD		McKINLEY DRIVE	2	P-9
HOSMER STREET	6	O-11	MADDY LANE	5	N-11
	3 - 91 ODD		MADISON LANE	2	O-9
	2 - 106 EVEN		MAGNOLIA DRIVE	6	P-13
HOUGHTON LANE	3	N-8	MAILLET DRIVE	5	L-12
HUCKLEBERRY LANE	6	O-10	MAIN STREET	5	O-10
HURON ROAD	3	O-8		3 - 113 ODD	
			MAIN STREET	4	M-11
INDEPENDENCE ROAD	5	L-12		4 - 312 EVEN	
IRIS COURT	6	P-12		123 - 321 ODD	
ISSAC DAVIS WAY	6	O-10	MAIN STREET	2	O-10
				398 - 650 EVEN	
JACKSON DRIVE	2	O-9	MAIN STREET	6	R-11
JAY LANE	1	Q-12		355 - 641 ODD	
JEFFERSON DRIVE	2	O-9		348 - 378 EVEN	
JENNIFER PATH	1	R-10	MAIN STREET	1	R-11
JESSE DRIVE	3	N-8		660 - END	
JOHN SWIFT ROAD	2	O-10		655 - END	
JOSEPH REED LANE	4	N-9	MALLARD ROAD	4	N-9
JUNIPER RIDGE ROAD	3	M-8	MAPLE STREET	4	L-10
			MARIAN ROAD	3	L-8
KATE DRIVE	1	R-11	MARSHALL PATH	1	T-11
KEEFE ROAD	6	O-13	MARTIN STREET	4	L-10
KELLEY ROAD	4	N-10	MASSACHUSETTS AVENUE	6	N-11
KENNEDY LANE	2	N-8		151 - 299 ODD	
KINGMAN ROAD	3	L-8		186 - 222 EVEN	
KINSLEY LANE	4	M-8	MASSACHUSETTS AVENUE	3	M-8
KINSLEY ROAD	4	M-8		603 - 693 ODD	
KNOWLTON DRIVE	4	N-9		592 - 698 EVEN	
KNOX TRAIL	5	L-13	MASSACHUSETTS AVENUE	4	N-9
				310 - 598 EVEN	
LADYSLIPPER LANE	1	Q-12		367 - 587 ODD	
LARCH ROAD	2	P-10	MEAD TERRACE	3	M-8
LAUREL COURT	5	M-11	MEADOWS EDGE	1	S-9
LAWS BROOK ROAD	5	N-12	MEADOWBROOK ROAD	2	P-10
	1 - 63 ODD		MEETINGHOUSE ROAD	5	M-12
LAWS BROOK ROAD	6	N-12	MERRIAM LANE	5	M-11
	2 - 66 EVEN		MEYER HILL DRIVE	1	R-10
LEDGE ROCK WAY	1	S-11	MILBERRY LANE	3	M-8
LEXINGTON DRIVE	5	N-12	MILLDAM ROAD	1	S-11
LIBERTY STREET	4	L-10	MINOT AVENUE	6	O-11
LILAC COURT	5	M-11	MINUTEMAN ROAD	2	O-10
LILLIAN ROAD	2	P-7	MOHAWK DRIVE	3	N-7
LINCOLN DRIVE	2	P-9	MOHEGAN ROAD	3	O-8
LISA LANE	5	N-12	MONROE DRIVE	2	O-9
LITTLEFIELD ROAD	3	O-7	MOSSY LANE	1	R-11
LONG RIDGE ROAD	2	P-9	MUSKET DRIVE	2	O-10
LONGFELLOW PARK	6	O-11	MYRTLE DRIVE	6	P-12
LONGMEADOW WAY	1	Q-11			
LOOSESTICK WAY	1	R-11	NADINE ROAD	4	N-10
LOTHROP ROAD	4	M-9	NAGOG HILL ROAD	6	Q-9
MacGREGOR WAY	5	M-11		1 - 59 ODD	
				12 - 48 EVEN	

STREET NAME	PRECINCT	STREET MAP		STREET NAME	PRECINCT	STREET MAP	
		INDEX				INDEX	
NAGOG HILL ROAD	2	Q-9		PIPER ROAD	4	M-11	
	77 - END				4 - 96 EVEN		
	74 - END			PIPER ROAD	5	M-11	
NAGOG PARK	1	S-9			1 - 53 ODD		
NAGOG SQUARE	1	S-9		PIPER ROAD	6	M-11	
NASH ROAD	4	L-9			63 - 79 ODD		
NASHOBA ROAD	3	O-7		POND RIDGE DRIVE	5	N-12	
NEWTOWN ROAD	2	P-8		POND VIEW DRIVE	5	M-11	
NONSET PATH	1	S-9		POPE ROAD	1	Q-12	
NORTHBRIAR ROAD	1	S-11			196 - 258 EVEN		
NORTH STREET	1	T-11			205 - 249 ODD		
NOTRE DAME ROAD	3	L-8		POPE ROAD	6	Q-12	
NYLANDER WAY	4	M-10			16 - 190 EVEN		
					3 - 187 ODD		
OAKWOOD ROAD	5	N-12		POST OFFICE SQUARE	2	P-11	
	1 - 19 ODD			POWDER HORN LANE	3	L-7	
OAKWOOD ROAD	6	N-12		POWDER MILL ROAD	5	L-13	
	2 - 26 EVEN			PRESCOTT ROAD	4	L-9	
	21-END ODD			PROCTOR STREET	6	Q-12	
OLD BEAVER BROOK	1	S-9		PROSPECT STEET	4	M-10	
OLD CART PATH	1	Q-11		PURITAN ROAD	5	L-12	
OLD COLONY LANE	5	N-13		PUTNAM ROAD	2	P-10	
OLD HIGH STREET	5	L-12		PUTTER DRIVE	5	K-11	
OLD MEADOW LANE	5	M-12					
OLD OREGON TRAIL	1	Q-11		QUABOAG ROAD	3	N-8	
OLD STONE BROOK	1	S-9		QUAIL RUN	1	R-11	
OLD VILLAGE ROAD	6	P-11		QUARRY ROAD	1	S-10	
OLDE BARN WAY	2	O-8					
OLDE LANTERN ROAD	3	L-8		RAILROAD STREET	4	M-10	
OLDE SURREY DRIVE	5	M-11		REDWOOD ROAD	6	N-11	
ONEIDA ROAD	3	O-8		REEVE STREET	1	S-10	
ORCHARD DRIVE	3	N-7		REVOLUTIONARY ROAD	2	O-10	
OVERLOOK DRIVE	4	L-9		REX LANE	1	S-11	
OXBOW DRIVE	1	Q-11		RIVER STREET	5	M-11	
				ROBBINS STREET	4	L-9	
PALMER LANE	2	R-10		ROBERT ROAD	5	L-12	
PARKER STREET	5	L-12		ROBINWOOD ROAD	5	N-11	
PARMLEY DRIVE	5	L-11			1 - 29 ODD		
PARTRIDGE POND ROAD	6	O-10		ROBINWOOD ROAD	6	N-11	
PARTRIDGE HOLLOW	2	Q-10			4 - 22 EVEN		
PATRICK HENRY CIRCLE	3	L-7		ROSE COURT	6	P-13	
PATRIOTS ROAD	2	P-10		ROUTE 2		O-8, O-12	
PAUL REVERE ROAD	3	L-7		RUSSELL ROAD	6	N-12	
PEARL STREET	4	M-8					
PERKINS LANE	3	N-8		SACHEM WAY	1	R-10	
PHALEN STREET	6	O-12		SAINT JAMES CIRCLE	4	M-9	
PHEASANT HILL	1	S-9		SAMANTHA WAY	1	R-10	
PHLOX LANE	6	P-12		SAMUEL PARLIN DRIVE	2	P-9	
PINE CONE STRAND	1	S-9		SANDALWOOD ROAD	6	N-11	
PINE STREET	4	L-10		SANDAS TRAIL	3	O-8	
PINE RIDGE ROAD	4	M-9		SANDY DRIVE	5	N-11	
PINEWOOD ROAD	6	N-11		SARAH INDIAN WAY	2	Q-8	
PIPER LANE	4	M-11		SAWMILL ROAD	1	S-11	

STREET MAP			STREET MAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
SCHOOL STREET	4	M-10	TORRINGTON LANE	4	M-9
	2 - 90 EVEN		TOWNE HOUSE LANE	4	N-10
SCHOOL STREET	5	M-11	TOWNSEND ROAD	3	L-8
	100 - 248 EVEN		TRASK ROAD	2	O-10
	3 - 271 ODD		TRIANGLE FARM LANE	1	S-13
SCHOOL STREET	6	M-10	TUMBLING HAWK	1	S-9
	285 - 311 ODD		TUPELO WAY	4	M-10
	256 - 312 EVEN		TUTTLE DRIVE	4	M-9
SEMINOLE ROAD	3	N-8			
SENECA COURT	3	N-8	VALLEY ROAD	5	L-11
SENECA ROAD	3	N-8	VANDEBELT ROAD	5	M-11
SETTLEMENT WAY	1	R-11			
SHADY LANE	3	L-7	WACHUSETT DRIVE	3	O-7
SILVER HILL ROAD	5	L-12	WALNUT STREET	2	R-10
SIMON HAPGOOD LANE	1	Q-13	WAMPANOAG DRIVE	3	O-7
SIMON WILLARD ROAD	2	O-10	WAMPUS AVENUE	1	R-10
SIOUX STREET	3	O-8	WASHINGTON DRIVE	2	O-9
SMART ROAD	3	L-8	WATERSIDE CLEARING	1	S-9
SOUTH STREET	1	T-11	WAYSIDE LANE	4	M-9
SPENCER BROOK ROAD	1	S-13	WEST ROAD	4	N-8
SPENCER ROAD	4	M-9	WESTFORD LANE	1	S-9
SPLIT ROCK	1	S-9	WESTSIDE DRIVE	5	K-12
SPRING HILL ROAD	1	R-12	WETHERBEE STREET	6	O-12
SPRUCE STREET	3	M-9	WHEELER LANE	1	S-11
	30 - 70 EVEN		WHEELWRIGHT LANE	1	R-11
	25 - 75 ODD		WHISPERING WAY	1	R-11
SPRUCE STREET	4	M-8	WHITTIER DRIVE	6	O-11
	10 - 20 EVEN		WILLIS HOLDEN DRIVE	2	P-9
	5 - 11 ODD				
SQUIRREL HILL ROAD	3	L-8	WILLOW STREET	3	L-8
STACY'S WAY	6	N-10		5 - 179 ODD	
STATION WAY	4	M-10	WILLOW STREET	4	L-8
STONEYMEADE WAY	6	P-12		28 - 180 EVEN	
STOW STREET	4	L-10	WILSON LANE	2	O-9
STRAWBERRY HILL ROAD	1	Q-12	WINDEMERE DRIVE	3	K-8
	4 - END EVEN		WINDINGWOOD LANE	1	R-11
STRAWBERRY HILL ROAD	6	Q-12	WINDSOR AVENUE	4	M-8
	5 - END ODD		WINGATE LANE	6	P-12
SUDBURY ROAD	5	K-13	WINTER STREET	3	L-8
SUMMER STREET	4	M-8	WINTERBERRY PATH	1	R-11
	8 - 20 EVEN		WOOD LANE	6	O-11
	13 - 23 ODD		WOODBURY LANE	2	P-10
SUMMER STREET	3	M-8	WOODCHESTER DRIVE	3	K-8
	33 - END		WOODFIELD ROAD	3	L-7
SUTTON PLACE	2	Q-9	WRIGHT TERRACE	3	M-8
SWEETBRIAR WAY	1	Q-11	WYNDCLIFF DRIVE	1	R-11
SYLVIA STREET	4	L-10			
TAYLOR ROAD	6	O-10			
TENNEY CIRCLE	5	M-12			
THOREAU ROAD	6	D-11			
TICONDEROGA ROAD	3	L-7			
TILL DRIVE	1	S-11			
TINSDALE DRIVE	1	T-11			





The Town maintains electronic mail (“E-mail”) distribution groups for all Boards, Committees and Commissions, as well as Departments. Such groups are commonly referred to as “shells.”

E-mails sent to shells are automatically forwarded to all members of the group who have provided their e-mail address to the Town.

Using e-mail does not satisfy Open Meeting Law requirements (Massachusetts General Laws, Chapter 39, Section 23B). Please direct questions regarding this law to the Town Clerk.

To use a shell, send your e-mail to the address listed in the right-hand column of this table. When replying to an e-mail sent to a shell, it is recommended that you use the “Reply to All” function of your e-mail program so that all members are copied on your reply.

Acton Community Housing Corporation	achc@acton-ma.gov
Acton Leadership Group	alg@acton-ma.gov
Acton-Boxborough Cultural Council	abcc@acton-ma.gov
Appeals, Board of	boa@acton-ma.gov
Assessor Department	assessor@acton-ma.gov
Assessors, Board of	bas@acton-ma.gov
Building Department	building@acton-ma.gov
Cable Advisory Committee	cac@acton-ma.gov
Cemetery Department	cemetery@acton-ma.gov
Citizens’ Library Department	wacl@acton-ma.gov
Clerk Department, Town	clerk@acton-ma.gov
Collector Department	collector@acton-ma.gov
Commission on Disability	cod@acton-ma.gov
Community Preservation Committee	cpc@acton-ma.gov
Conservation Commission	conscom@acton-ma.gov
Council on Aging	coa@acton-ma.gov
Council on Aging Department (Senior Center)	seniorcenter@acton-ma.gov
East Acton Village Planning Committee	eav@acton-ma.gov
Economic Development Committee	edc@acton-ma.gov
Emergency Management Agency, Acton	ema@acton-ma.gov
Engineering Department	engineering@acton-ma.gov
Fair Housing Committee	fhc@acton-ma.gov
Finance Committee	fincom@acton-ma.gov
Finance Department	finance@acton-ma.gov
Fire Department	fire@acton-ma.gov
Hanscom Field Advisory Committee	hfac@acton-ma.gov
Health Department	health@acton-ma.gov
Health, Board of	boh@acton-ma.gov
Highway Department	highway@acton-ma.gov
Historic District Bylaw Study Committee	hdbsc@acton-ma.gov
Historic District Commission	hdc@acton-ma.gov
Historical Commission	hc@acton-ma.gov
Human Resources Department	hr@acton-ma.gov
Information Technology Department	it@acton-ma.gov
Joint Technology Advisory Committee	jtac@acton-ma.gov
Land Stewardship Committee	lsc@acton-ma.gov
Manager Department, Town	manager@acton-ma.gov
Memorial Library Department	library@acton-ma.gov
Metropolitan Advisory Planning Council	mapc@acton-ma.gov
Municipal Properties Department	mp@acton-ma.gov
Natural Resources Department	nr@acton-ma.gov
Nursing Department	nursing@acton-ma.gov
Open Space and Recreation Committee	osrc@acton-ma.gov
Outdoor Lighting Advisory Committee	olac@acton-ma.gov

Parking Clerk	parkingclerk@acton-ma.gov
Personnel Board	peb@acton-ma.gov
Planning Board	pb@acton-ma.gov
Planning Department	planning@acton-ma.gov
Police Department	police@acton-ma.gov
Public Ceremonies Committee	pcc@acton-ma.gov
Public Safety Facilities Building Committee	psfbc@acton-ma.gov
Recreation Commission	reccom@acton-ma.gov
Recreation Department	recreation@acton-ma.gov
School Committee, Acton-Boxborough Regional	abrsc@acton-ma.gov
School Committee, Acton Public	apsc@acton-ma.gov
Selectmen, Board of	bos@acton-ma.gov
Senior Taxation Aid Committee	stac@acton-ma.gov
South Acton Revitalization Committee	sarc@acton-ma.gov
Town Report Committee	trc@acton-ma.gov
Transportation Advisory Committee	tac@acton-ma.gov
Treasurer's Advisory Committee	trac@acton-ma.gov
Volunteer Coordinating Committee	vcc@acton-ma.gov
Wastewater Advisory Committee	wac@acton-ma.gov

TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the office of the Town Manager at the Acton Town Hall.

(Please print or type)

Date: _____

Mr/Mrs.
Ms/Dr. Last Name _____ First Name _____ Middle Initial _____

Street Address _____ Home Phone _____ Email _____

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee, or Commission, which is of interest to you:

1) _____

2) _____

3) _____

Have you been a member of a Board, Committee, or Commission previously (either in Acton or elsewhere)? If you have, please list name(s) and dates (approx):

Do you have any time restrictions? _____

How long have you lived in Acton? _____ in Massachusetts? _____

Are you a US citizen? _____

Present occupation and employer? (optional-attach resume) _____

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? _____

Education or special training _____

Please list below any additional information or comments which may help in the matching of your interests with the most appropriate Board/Committee, such as a civic experience, special interest/hobbies, etc.: _____

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton-Boxborough Arts Council
Aging, Council on
Appeals, Board of
Assessors, Board of
Cable Advisory Committee
Cemetery Commission
Commission on Disability
Conservation Commission
Fair Housing Committee
Finance Committee
Volunteer Coordinating Committee

Historic District Commission
Historical Commission
Metropolitan Advisory Planning Council
Minuteman Home Care
Minuteman Vocational School Representative
Planning Board
Prison Advisory Board
Public Ceremonies Committee
South Acton Revitalization Committee
Town Report Committee
Health, Board of

Thank you. If you have any questions or would like more information, please contact a member of the Volunteer Coordinating Committee (you can find out who the current members are by calling the Town Manager's office at Town Hall, 978-264-9612). The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC INTERVIEW

Applicant called: date/by _____

Schedule date/time _____

VCC Recommendation: Date _____

Board(s) _____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

BOS/TMgr/TMod _____

[] No openings at this time _____

APPOINTING BODY: BOS/Mgr/TMod

Interview Date: _____

Appointed: Date _____

to: Board _____

Term _____

NOTIFICATION OF APPOINTMENT

Date Received by VCC _____

Notification by the VCC _____

Date committee notified _____

Date applicant notified _____

AT YOUR SERVICE

EMERGENCIES

Call 911 to save a life, report a fire, or stop a crime. Give your name, address and phone number. For other calls, use the business number of the appropriate department.

For questions concerning:

Animal Inspection
Assessments
Bills and Accounts
Births, Deaths, and Marriages
Building Commissioner
Cemeteries
Civil Defense
Conservation
Dog Problems (see Licenses)
Education Information
Elderly Affairs

Elections, Voting and Registration
Engineering
Fire (Business and Permits)
Garbage and Refuse
Hazardous Materials
Health and Sanitation
Highways and Streets
Home Nursing
Housing
Libraries

Licenses

Dog, Fishing, Hunting

Mental Health

Permits

Blasting
Building
Food Service
Heating
Historic Districts Certificate
Oil Burner
Outdoor Burning
Plumbing
Sewage
Smoke Detector
Wiring
Zoning

Call:

Animal Inspector
Board of Assessors
Town Accountant
Town Clerk

Cemetery Department
Director of Civil Defense
Conservation Office
Dog Officer
School Superintendent's Office
Council on Aging
Minuteman Home Care
Public Health Nursing Service
Town Clerk
Town Engineer
Fire Department
Board of Health
Board of Health
Board of Health
Highway Department
Public Health Nursing Service
Housing Authority
Acton Memorial Library
Citizen's Library of West Acton
T.D.D. (for the deaf)

Town Clerk
Mental Health Assoc. of Central Middlesex

Telephone

263-4979
264-9622
264-9621
264-9615
264-9632
264-9644
264-9655
264-9631
264-9638
264-4700
264-9643
263-8720
264-9653
264-9615
264-9628
264-9645
264-9634
264-9634
264-9634
264-9624
264-9653
263-5339
264-9641
264-9652
635-0072

264-9615
369-7715

264-9645
264-9632
264-9634
264-9645
264-9632
264-9645
264-9645
264-9632
264-9634
264-9645
264-9632
264-9636

264-9636
264-9638
264-9608
264-9611

Planning
Police Business
Recreation
Selectmen

Planning Department (Fair Housing)
Police Department
Town Hall
Town Hall

For questions concerning:

Street Lights
 Street Trees
 Tax Collections
 Town Finances
 Town Manager
 Train Service
 Transfer Station/Recycle Center
 Veterans' Services
 Water Problems
 Welfare
 Wire Inspection
 Zoning
 Zoning Appeals

Call:

Municipal Properties
 Municipal Properties
 Treasurer and Collector
 Treasurer
 Town Hall
 Boston and Maine
 Highway Department
 Veterans' Agent
 Water District
 Welfare Department
 Wire Inspector
 Zoning Enforcement Officer
 Board of Appeals

Telephone

264-9629
 264-9629
 264-9617
 264-9617
 264-9612
 800-392-6100
 264-9624
 264-9617
 263-9107
 978-893-0146
 263-9632
 264-9636
 264-9632

Schools	Switichboard Calls (7 a.m. - 4 p.m.)	264-4700
	Acton-Boxborough Regional High School	264-4700
	Acton-Boxborough Regional Junior High School	264-4700
	Community Education Office	266-2525
	Conant School	266-2550
	Douglas School	266-2560
	Gates School	266-2570
School Nurse	McCarthy-Towne School	264-4700
	Merriam School	264-4700
Night Calls	Central Office (all schools)	264-4700
	Community Education at High School	264-4700 x 403
	Community Education at Junior High School	264-4700 x 304
Special Calls	Athletic Office	264-4700 x 420
	Field Office	264-4700 x 423
	Extended Day Programs	264-4700 x 245
Custodian	Acton-Boxborough Regional High School	264-4700 x 409
	Acton-Boxborough Junior High School	264-4700 x 309

REGULARLY SCHEDULED MEETINGS

Acton Finance Committee	Tuesday 7:30 PM	Town Hall
Acton Historical Commission	2nd Wednesday 8 PM	Town Hall
Acton Housing Authority	1st & 3rd Monday 7:30- PM	68 Windsor Ave., West Acton
Acton Memorial Library Trustees	3rd Monday 7:30 PM	Conference Room
Board of Appeals	As Posted	Town Hall
Board of Assessors	1st Wednesday 6 PM	Town Hall
Board of Health	2nd & 4th Monday 7:30 PM	Town Hall
Board of Selectmen	Every other Monday As Posted 7:00 PM	Town Hall
Cable Advisory	As Posted	
Cemetery Commission	2nd Tuesday 2 PM	Woodlawn Com.
Citizens' Library	3rd Thursday 7:30 PM	Citizens' Library, West Acton
Commission on Disability	2nd Wednesday 7 PM	Town Hall
Community Housing	1st & 3rd Thursday 7 AM	Town Hall
Conservation Commission	1st & 3rd Wednesday 7:30 PM	Town Hall
Council on Aging	2nd Wednesday (except August) 7:30 PM	Senior Center, Audubon Drive
Historic District Commission	1st & 3rd Monday 7:30 PM	Town Hall
Planning Board	2nd & 4th Tuesday 7:30 PM	Acton Memorial Library
Recreation Commission	4th Tuesday 7:30 PM	Town Hall
School Committee - Local	As Posted	Junior High Library
School Committee - Regional	As Posted	High School Library
Transportation	2nd Tues. 7:30 PM	Town Hall
Volunteer Coordinating Committee	2nd & 4th Monday 7:30 PM	Town Hall
Water Commissioners	2nd & 4th Monday 7:30 PM	Whitcomb Station, 693 Mass. Ave.

TOWN OF ACTON



2004 ANNUAL TOWN REPORT

Acton

Incorporated as a Town:	July 3, 1735																						
Type of Government:	Town Meetings ~ Selectmen/Town Manager																						
Location:	Eastern Massachusetts, Middlesex County, bordered on the east by Carlisle and Concord, on the west by Boxborough, on the north by Westford and Littleton, on the south by Sudbury, and the southwest by Stow and Maynard.																						
Elevation at Town Hall:	268' above mean sea level																						
Land Area:	Approximately 20 square miles																						
Population:	<table><tr><th>Year</th><th>Persons</th></tr><tr><td>1950</td><td>3,510</td></tr><tr><td>1960</td><td>7,238</td></tr><tr><td>1970</td><td>14,770</td></tr><tr><td>1980</td><td>19,000</td></tr><tr><td>1990</td><td>18,143</td></tr><tr><td>2000</td><td>20,331</td></tr><tr><td>2001</td><td>19,789</td></tr><tr><td>2002</td><td>19,842</td></tr><tr><td>2003</td><td>19,916</td></tr><tr><td>2004</td><td>19,847</td></tr></table>	Year	Persons	1950	3,510	1960	7,238	1970	14,770	1980	19,000	1990	18,143	2000	20,331	2001	19,789	2002	19,842	2003	19,916	2004	19,847
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2004	19,847																						

IN MEMORIAM

E. WILSON BURSAW - Finance Committee - Volunteer Call Firefighter

GEORGE LUSSIER - Commission on Disabilities

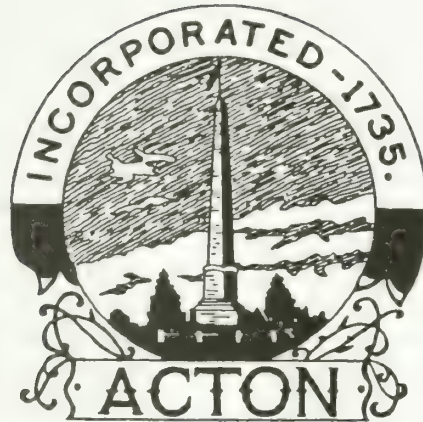
JOHN E. (JOCK) MCLEON - Manager, Acton Water District

JOSEPH MECURIO - Council on Aging

*COVER ART SUPPLIED BY F. DORE & HUNTER
ACTON PUBLIC SAFETY FACILITY*



**2004
Annual
Reports**



**Town of
Acton,
Massachusetts**

**Two Hundred and Sixty-Eighth Municipal Year
for the year ending December 31, 2004**

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ADMINISTRATIVE SERVICES

BOARD OF SELECTMEN

2004 was a year between Proposition 2 ½ Override questions. Pursuant to promises given, the Board of Selectmen steadfastly declined to consider seeking the citizen's consent for further additional taxation this year, following as it did approval of a three million dollar Operating Override in 2003. However, fiscal times for the Town remained difficult and services were only preserved by depleting Free Cash, other one-time revenues and decreasing reserves. Even as the FY 2005 Budget process was completed with the votes at the April, Annual Town Meeting, analysis of expected revenues and other initial steps looking toward the commencement of new Fiscal Year on July 1, 2005 were being taken. In addition to a stepped up pace of meetings of the Acton Leadership Group (ALG) the Selectmen also for the first time convened a "State of the Town" meeting in December solely to hear the citizens' concerns about the Town's financial situation as well as two other selected topics: the workings of Chapter 40B affordable housing regulations and proposed changes in Acton's method of disposal of solid waste. The consensus of those who participated was that such a meeting was quite useful, and it is anticipated it will be repeated in future years.

The membership of the Board of Selectmen did not change in 2004. In our annual reorganization after Town Meeting, Walter Foster stepped down as Chairman and I was elected to succeed him, my sixth time as Chairman in my twenty-first year as a Selectman. Peter Ashton remained for a second year as Vice Chairman, ensuring his valuable presence as a member of the ALG, where his daytime job skills as an economist are increasingly valuable. Bob Johnson replaced me as the Clerk of the Board. Unfortunately, Trey Shupert had to announce in December that he would not stand for reelection in April 2005. Trey has taken a job in Maryland. While he is not immediately moving, and is finishing out his term, he has had to commute back to his Acton residence and Selectmen's meetings. We have appreciated Trey's wise counsel and will soon miss his valuable presence at the Selectman's table.

The cold winter months saw a great deal of activity on the new Public Safety Facility construction site as ledge was excavated, trenches were dug, and gas burned under tent like structures to keep the temperature high enough to cure the concrete substructure. This was a time of great concern as the Selectmen had undertaken some risk in entering into a construction contract with what initially was a very slim contingency. And as always seems to be the case in New England, no matter how well a site is surveyed and how many borings are made, more ledge than estimated was uncovered. However, we were able to successfully negotiate some "value engineering" reductions in the contract price and the project "came up out of the ground" without undue expense. As the seasons changed into winter the building has

been closed in and taken shape and form. While not expected to be completed until the Spring of 2005, it has become clear that this facility is well designed, being well built, and should be useful for a very long time. Furthermore the project is expected to come in on budget, and has also benefited from some important community contributions, the most substantial of which will be the construction of a Life Flight Helicopter landing pad behind the building.

Over on the Central School Campus the very extensive expansion and renovation of the AB Regional High School also neared completion at year's end.

The 2004 Annual Town Meeting saw the first Community Preservation Committee spending recommendations. It was apparent that new committee had done its homework well and all the projects it recommended for Community Preservation Act (CPA) funding were well received and duly approved. Clearly the CPA is important legislation that is well designed to improve community housing, recreation, open spaces, and things of historical significance. The Acton citizens were wise in adopting the CPA. The "poster" for the worth of the CPA is the newly repaired Davis Monument standing in front of Town Hall. Although that monument is the symbol of Acton, and the marker for famous graves, its repair had regrettably had to be neglected for years due to funding difficulties until the advent of the CPA. Unfortunately, we also saw efforts being exerted by communities, which have not chosen to participate in the CPA process by taxing themselves to raise the local share, to raid the State fund designed to provide the matching monies.

A very well attended Special Town Meeting was convened in October to address a proposed series of real estate transactions and zoning changes which would have allowed non-resident sculptress Yin Peet to build a residence and a "sculpture park" near the quarry in the Town Forest area. After substantial debate, the Meeting declined to approve the various proposals. Subsequently a committee was formed to consider any further, similar proposals by Ms Peet.

The "Life After NESWC" committee studied the solid waste disposal alternatives for the Town as we near the September 2005 termination of the 20-year NESWC contract. As a result a series of Requests for Proposals were issued to explore the market realities of several options which might utilize the important asset represented by the Town's Transfer Station fronting on Route 2, and which might result in alternate funding for the necessary capping of the closed land fill.

Several affordable housing proposals based on MGL Chapter 40B were received and the long drawn out controversy concerning the 40B project at 520 Main Street was amicably settled by a compromise including a substantial reduction in density that

was worked out after the initial Comprehensive Permit application was denied by the Zoning Board of Appeals. Another, small 40B project was found acceptable by the abutters on River Street, while a further small 40B project to be located off Sylvia Street proved controversial even though the developer vowed to work with the neighbors. The largest 40B development that Acton has yet seen, or may ever see, also came to the Town this year. That is the so-called "Woodlands at Laurel Hill", a project planned to straddle the Acton/Westford boundary behind Nagog Park Drive which would place 296 rental units in Acton, and further housing and a septage treatment plant in Westford without road connection to Westford. This huge project immediately raised concerns about emergency access, police and fire response times and traffic impacts at the Nagog intersections on Route 2A.

The W.R. Grace Company's appeal of the Superior Court decision in favor of the Town, relating to how the Middle Fort Pond Brook Sewer District betterments were derived and established, was successfully defended by Town Counsel. However, the focus of Grace's attempts to avoid the betterment charges apportioned to it relating to its former manufacturing facility has now shifted to its claims pending in the company's bankruptcy action in Delaware. At year's end the Town and Grace's various lawyers were discussing the possibility of gathering all the claims, and Town's defenses, into a non-binding mediation process in an attempt to bring finality to the matter. The Town had been and continues to vigorously defend against Grace's claims, which could have a financial impact on the residents in the Sewer District.

F. Dore' Hunter
Chairman

TOWN MANAGER'S REPORT

I am pleased to report that construction of the new Public Safety Facility progressed quite well during calendar year 2004. Much can go wrong on a complex project of this nature but we have been fortunate in that we have a good general contractor who is as interested in the success of this project as are we. This makes for a team that will bring the project in on budget and on time. As this message is being written, we are making preparations to move our Police, Fire Administration and Dispatch services from their current inefficient quarters into this new state-of-the-art Public Safety Facility. Our thanks go out to the citizens of Acton once again for your support in solving the overcrowding and inefficient space problems we have been experiencing in both the Police and Fire Departments for many years.

Last year I noted the bleak budgetary outlook we faced for 2004 but I stressed that 2005 looked even worse. Unfortunately, both have proven to be accurate. We managed 2004 with available resources and with reduced levels of service. As fall approached we were beginning to see the clear picture for 2005 and it was not pretty. After years of solving budgetary needs with diminishing resources, while we tried to weather the slow economy, in August of this year we found our revenue projections for the coming year to be even more bleak than previously thought. Free Cash is depleted, New Growth that customarily adds significant additional income is a fraction of what it was 3-4 years ago, the Commonwealth does not have funds to improve State Aid (even when they do, those funds are diverted away from suburban communities such as Acton) and Excise Tax revenues are down because car sales are slow in this economy. All the while, fixed costs are increasing.

The fiscal problems we face are difficult but we are not alone. Suburban communities across the state are facing the same pressures. At the same time the state continues to cut the level of services it provides, pushing those services down onto local government as the provider of last resort. With fixed property tax limits and declining revenues in all other areas, local leaders are finding it more and more difficult to balance the service needs versus the budgetary constraints. We must have safe communities. We must be able to walk our streets without fear. We must be confident someone will be there if we need emergency medical or fire services. We must be able to trust that roadways will be passable and safe during and after winter storms. We must be confident that restaurants are clean and safe. As a civilized society, we must have cultural enrichment such as our libraries. All of these require funding. We beg your indulgence as we struggle to provide the highest possible level of services within the available resources.

Respectfully submitted,

Don P. Johnson, Town Manager

THE TOWN REPORT COMMITTEE__

The Town Report Committee is responsible for the publication of the annual Town Report. This involves notifying and collecting the individual components, proofing the items before and after they are first sent to the printer and serving as a liaison with the printer to ensure that as accurate and complete as possible Town Report is prepared.

As has been true for recent years, Ann Chang and Christine Joyce have carried the main responsibility for this year's report. Particular thanks are given to Christine for her attention and support throughout all the steps in this process. We would like to thank all those Town Boards and committees who got their reports in before the mid-January deadline. Cooperation on meeting the deadlines makes the job so much easier. We are heading to press without some reports. This is a shame. The Town Report is a historical document and all the elements of government should be listed. Let's hope that come next December, people are aware that reports are due in January 2006.

We have several citizens to thank for providing the photographs in this year's report. Dore' Hunter has cataloged the progress of the Town's new Public Safety Facility, as represented by the cover photograph and several others; Nancy Tavenier added photos from the Acton Community Housing Corporation and Acton Housing Authority. Nancy McShea supplied the photos of the Recreation Department activities and Anne Vlajinac of the school provided the views of the new High School. Thanks go to Theodore Jarvis for enhancing the photographs and providing the digital prints for transmission to the printer.

Ann Chang
Mildred Jarvis
Christine Joyce

VOLUNTEER COORDINATING COMMITTEE (VCC)_____

The Volunteer Coordinating Committee (VCC) works for the Board of Selectmen, Town Manager and Town Moderator to help staff town boards. During 2004 approximately 135 people served as volunteers on town boards or committees. The VCC interviewed 21 candidates to fill openings. We monitor the status of committee membership and recommend reappointment of members who are eligible and wish to serve additional terms.

Acton is fortunate to have an active and dedicated volunteer force serving on approximately 28 volunteer boards of town government. Acton's volunteer committees contribute thousands of hours of valuable and much appreciated service to the town. We encourage anyone who is interested in serving on any town board to fill out a Town of Acton Volunteer Application. They are available at the Town Clerk's Office, Acton Memorial Library and The Citizen's Library.

Thank you to all the volunteers who contributed so much to the Town of Acton.

Nancy Whitcomb, Chairman
Giorgio Bruschi, Clerk
Jean Schoch
Efi Papadopoulos
Karen McDonald - resigned Jan. 04



It's Mardi Gras Time at the NARA Youth Summer

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

The Town's tax base grew by more than \$230 million in valuation from FY03. This was due to new construction and a town wide reassessment program as of January 1, 2003. At the annual classification hearing, the Board of Selectman voted a uniform tax rate of \$14.03.

Fiscal Year 2004 Valuation Summary

Property Class	Valuation	% of Total
Residential	2,898,836,685	87.0%
Commercial	281,976,596	8.5%
Industrial	98,700,720	3.0%
Personal Property	49,149,382	1.5%
Total Taxable Value	3,328,663,383	100%

The Board of Assessors regular scheduled meetings are on the first Wednesday of each month at 6:00 P.M. in the Town Hall. Additional meetings are held as needed. Dates and times are posted 48 hours in advance

Tax Rates

residential	Com/ Ind/ PP
14.03	14.03

Assessors

James Kotanchik, Chairman
Lester Goodridge, Member
Susan Miller, Member

HOUSE SALES 2003

Property Location	Sale Date	Sale Price
499 Acorn Park Dr.	1/31/2003	688,000
556 Acorn Park Dr.	6/3/2003	815,000
9 Agawam Rd.	5/23/2003	350,000
17 Agawam Rd	8/8/2003	435,000
24 Alcott St.	12/17/2003	430,000
8 Alexandra Wy	7/24/2003	710,000
14 Algonquin Rd.	8/15/2003	407,000
39 Arlington St.	12/30/2003	550,000
73 Arlington St.	4/1/2003	540,000
182 Arlington St.	3/21/2003	595,000
195 Arlington St.	7/29/2003	399,000
220 Arlington St.	11/28/2003	495,000
253 Arlington St.	10/27/2003	285,000
319 Arlington St.	6/10/2003	337,500
366 Arlington St.	2/28/2003	325,000
415 Arlington St.	8/22/2003	390,000
10 Assabet Crsg.	5/1/2003	700,000
107 Audubon Dr.	10/15/2003	390,000
112 Audubon Dr.	7/18/2003	405,000

Property Location	Sale Date	Sale Price
119 Audubon Dr.	5/2/2003	365,500
5 Baxter Rd.	12/17/2003	347,000
21 Bayberry Rd.	6/20/2003	495,000
9 Berry Ln.	7/22/2003	550,000
10 Beth Cir.	11/26/2003	266,000
12 Beth Cir.	10/31/2003	280,000
19 Birch Ridge Rd.	6/19/2003	435,950
11 Black Horse Dr.	4/23/2003	438,500
8 Blue Heron Wy	1/16/2003	515,000
11 Blue Heron Wy	5/16/2003	528,000
6 Breezy Point Rd.	7/18/2003	1,100,000
8 Breezy Point Rd.	5/16/2003	1,162,000
236 Brown Bear Crsg.	7/18/2003	280,000
257 Brown Bear Crsg.	2/26/2003	268,000
282 Brown Bear Crsg.	9/17/2003	321,000
283 Brown Bear Crsg.	5/22/2003	265,000
140 Butternut Hollow	6/13/2003	270,000
141 Butternut Hollow	1/21/2003	320,000
1 Candida Ln.	7/18/2003	607,000
29 Capt. Browns Ln.	7/31/2003	575,000
6 Capt. Handley Rd.	3/13/2003	680,000
11 Capt. Handley Rd.	6/26/2003	726,000
39 Carlisle Rd.	6/20/2003	869,000
22 Central St.	9/29/2003	528,000
55 Central St.	3/31/2003	435,000
85 Central St.	1/13/2003	430,000
132 Central St.	11/13/2003	445,000
207 Central St.	11/18/2003	300,000
291 Central St.	2/27/2003	200,000
300 Central St.	7/2/2003	155,000
301 Central St.	8/28/2003	331,000
312 Central St.	7/29/2003	457,500
313 Central St.	4/1/2003	415,000
386 Central St.	4/10/2003	362,500
406 Central St.	7/28/2003	303,000
287 Central St. #5C	9/4/2003	205,000
95 Charter Rd.	1/27/2003	510,750
8 Church St. Beside	9/4/2003	22,000
28 Conant St.	8/29/2003	430,000
50 Conant St.	11/14/2003	399,900
67 Concord Rd.	10/2/2003	480,000
72 Concord Rd.	10/2/2003	506,000
115 Concord Rd.	5/30/2003	449,000
13 Coughlin St.	5/14/2003	450,000
10 Cowdrey Ln.	10/31/2003	449,000
23 Davis Rd. #A10	8/18/2003	120,000
19 Davis Rd. #A12	9/26/2003	133,000
11 Davis Rd. #B10	6/30/2003	113,800
11 Davis Rd. #B12	2/14/2003	150,000
23 Davis Rd. #B12	8/29/2003	126,000

<u>Property Location</u>	<u>Sale Date</u>	<u>Sale Price</u>	<u>Property Location</u>	<u>Sale Date</u>	<u>Sale Price</u> ⁶
17 Davis Rd. #B12	8/29/2003	170,000	Flintlock Dr.	11/19/2003	413,900
9 Davis Rd. #B7	3/29/2003	177,900	17 Forest Rd.	12/19/2003	485,000
23 Davis Rd. #B7	12/23/2003	219,900	13 Gioconda Av.	1/30/2003	343,000
23 Davis Rd. #B9	10/1/2003	131,250	406 Great Elm Wy.	6/23/2003	324,000
17 Davis Rd. #C10	9/2/2003	148,750	425 Great Elm Wy.	3/14/2003	325,000
23 Davis Rd. #C12	8/1/2003	127,000	555 Great Elm Wy.	3/7/2003	294,000
17 Davis Rd. #C13	7/11/2003	127,500	556 Great Elm Wy.	12/19/2003	335,000
17 Davis Rd. #C14	8/1/2003	125,000	577 Great Elm Wy.	3/17/2003	268,000
23 Davis Rd. #C16	1/28/2003	160,000	164 Great Rd.	11/21/2003	450,000
9 Davis Rd. #C2	7/10/2003	157,000	448 Great Rd.	2/28/2003	751,000
15 Davis Rd. #C6	6/25/2003	124,500	368 Great Rd. #1	12/15/2003	137,000
9 Davis Rd. #C8	10/8/2003	125,500	428 Great Rd. #1	9/22/2003	119,000
9 Davis Rd. #C9	1/2/2003	132,500	376 Great Rd. #13	8/19/2003	135,000
15 Deacon Hunt Dr.	7/23/2003	561,000	426 Great Rd. #14	7/30/2003	100,000
6 Deergrass Ln.	8/14/2003	475,000	428 Great Rd. #15	10/29/2003	106,500
1 Devon Dr.	8/11/2003	389,900	428 Great Rd. #16	9/18/2003	95,000
3 Devon Dr.	6/2/2003	348,600	48 Great Rd. #18	11/14/2003	158,000
22 Devon Sr.	4/1/2003	405,540	403 Great Rd. #2	9/11/2003	255,000
2 Doris Rd.	4/7/2003	470,000	179 Great Rd. #210	10/27/2003	213,000
44 Drummer Rd.	5/1/2003	253,000	405 Great Rd. #23	11/13/2003	187,000
61 Drummer Rd.	5/29/2003	252,000	48 Great Rd. #24	8/29/2003	114,900
73 Drummer Rd.	8/1/2003	255,000	48 Great Rd. #35	3/31/2003	110,500
87 Drummer Rd.	12/16/2003	270,000	370 Great Rd. #6	4/29/2003	240,000
93 Drummer Rd.	9/2/2003	278,000	399 Great Rd. #7	4/24/2003	234,000
1 Drummer Rd. #A1	9/2/2003	113,500	405 Great Rd. #9	8/22/2003	141,000
1 Drummer Rd. #A6	6/18/2003	166,000	420 Great Rd. #A3	12/31/2003	92,000
3 Drummer Rd. #B1	7/1/2003	159,000	420 Great Rd. #A4	4/18/2003	130,000
3 Drummer Rd. #B6	5/30/2003	182,000	420 Great Rd. #A6	1/15/2003	73,500
5 Drummer Rd. #C4	6/24/2003	179,500	205 Great Rd. #A8	9/8/2003	96,851
4 Drummer Rd. #E1	3/3/2003	158,000	209 Great Rd. #B1	1/28/2003	171,900
4 Drummer Rd. #E3	12/2/2003	194,000	420 Great Rd. #B3	8/15/2003	125,000
4 Drummer Rd. #E4	6/24/2003	162,000	187 Great Rd. #B6	3/19/2003	114,900
4 Drummer Rd. #E5	10/27/2003	174,900	209 Great Rd. #B7	8/28/2003	124,900
4 Drummer Rd. #E6	10/3/2003	167,000	187 Great Rd. #B8	9/16/2003	106,000
15 Duggan Rd.	6/30/2003	494,300	420 Great Rd. #B8	6/4/2003	115,000
31 Duggan Rd.	12/9/2003	443,500	209 Great Rd. #C1	11/24/2003	179,900
5 Dunham Ln.	1/9/2003	635,900	187 Great Rd. #C2	3/3/2003	145,000
7 Dunham Ln.	6/3/2003	675,000	209 Great Rd. #C3	9/4/2003	134,900
8 Dunham Ln.	10/29/2003	729,900	187 Great Rd. #C8	11/6/2003	129,000
7 Elm St. Unit 1	7/29/2003	182,000	392 Great Rd. A103	10/30/2003	155,300
9 Elm. St. Unit 2	6/26/2003	178,000	382 Great Rd. A104	8/22/2003	109,000
5 Elm St. Unit 8	5/12/2003	182,000	390 Great Rd. A12	7/30/2003	132,900
9 Elm St. Unit 8	3/5/2003	175,000	392 Great Rd. A203	11/28/2003	159,000
7 Emerson Dr.	5/14/2003	515,000	392 Great Rd. A204	9/5/2003	127,900
50 Esterbrook Rd.	10/31/2003	475,000	380 Great Rd. A302	12/5/2003	132,900
80 Esterbrook Rd.	10/30/2003	792,000	382 Great Rd. A302	6/19/2003	132,500
1 Ethan Allen Dr.	6/26/2003	409,900	380 Great Rd. A303	3/31/2003	160,400
13 Ethan Allen Dr.	4/22/2003	487,000	384 Great Rd. A303	12/29/2003	162,000
18 Ethan Allen Dr.	9/3/2003	455,000	392 Great Rd. A303	12/2/2003	164,900
33 Ethan Allen Dr.	8/12/2003	620,000	384 Great Rd. B102	5/29/2003	157,500
6 Evergreen Rd.	12/17/2003	405,000	392 Great Rd. B103	7/31/2003	100,000
6 Farmstead Wy.	8/15/2003	801,000	386 Great Rd. B17	9/24/2003	137,000
5 Faulkner Hill Rd.	8/29/2003	471,000	392 Great Rd. B203	2/28/2003	134,000
19 Faulkner Hill Rd.	10/1/2003	469,275	386 Great Rd. B21	2/4/2003	127,000
30 Faulkner Hill Rd.	8/8/2003	488,000	386 Great Rd. B24	9/22/2003	162,000

<u>Property Location</u>	<u>Sale Date</u>	<u>Sale Price</u>	<u>Property Location</u>	<u>Sale Date</u>	<u>Sale Price</u>
392 Great Rd. B302	3/20/2003	159,900	104 Main St.	4/18/2003	295,000
392 Great Rd. B303	3/14/2003	130,000	288 Main St.	10/6/2003	302,959
380 Great Rd. B304	4/30/2003	147,500	460 Main St.	8/25/2003	500,000
10 Greenwood Ln.	7/1/2003	492,500	736 Main St.	5/29/2003	525,000
7 Grist Mill Rd.	7/30/2003	505,000	274 Main St. #A5	9/30/2003	225,000
11 Half Moon Hill	2/3/2003	450,000	272 Main St. #B2	6/27/2003	205,000
93 Harris St.	5/22/2003	410,150	272 Main St. #B7	3/18/2003	173,500
30 Hartland Wy.	7/2/2003	372,000	276 Main St. #C2	9/16/2003	207,500
32 Hartland Wy.	12/23/2003	359,900	276 Main St. #C4	11/21/2003	199,500
34 Harland Wy.	6/25/2003	359,900	3 Mallard Rd.	4/11/2003	412,000
36 Hartland Wy.	7/24/2003	379,500	55 Maple St.	7/28/2003	239,000
27 Hartland Wy. #101	9/2/2003	259,900	57 Maple St.	8/29/2003	370,000
27 Hartland Wy. #109	10/16/2003	289,800	25 Marshall Pa	6/2/2003	895,000
27 Hartland Wy. #202	11/17/2003	359,900	448 Mass Av.	9/2/2003	335,000
27 Hartland Wy. #208	9/5/2003	309,900	471 Mass Av.	9/19/2003	652,500
23 Hayward Rd.	10/17/2003	490,000	522 Mass Av.	1/3/2003	300,000
39 Hayward Rd.	7/31/2003	620,000	622 Mass Av.	12/4/2003	336,000
52 Hayward Rd.	1/31/2003	395,000	668 Mass Av.	2/27/2003	315,000
5 Heritage Rd.	9/9/2003	399,900	2 McKinley Dr.	6/30/2003	790,000
135 High St.	11/24/2003	455,000	4 McKinley Dr.	4/16/2003	805,000
140 High St.	8/27/2003	696,000	202 Meadows Edge	12/15/2003	249,000
185 High St.	7/16/2003	463,000	21 Meyer Hill Dr.	3/17/2003	437,500
22 Hillcrest Dr.	12/8/2003	639,900	23 Meyer Hill Dr.	8/28/2003	486,000
3 Hosmer St.	5/16/2003	342,450	5 Milbery Ln.	8/28/2003	865,000
8 Hosmer St.	6/23/2003	495,000	4 Minot Av.	9/24/2003	570,000
44 Hosmer St.	6/2/2003	465,000	5 Minot Av.	2/21/2003	470,000
107 Hosmer St.	7/14/2003	474,000	7 Minot Av.	2/4/2003	469,000
85 Hosmer St. #E5	8/8/2003	140,000	17 Minot Av.	10/28/2003	499,900
8 Huckleberry Ln.	12/16/2003	765,000	41 Minot Av.	10/2/2003	838,784
14 Jackson Dr.	3/21/2003	869,900	21 Minuteman Rd.	6/18/2003	410,500
37 Jackson Dr.	6/20/2003	876,000	32 Minuteman Rd.	8/25/2003	400,000
1 Jefferson Dr.	9/15/2003	475,000	2 Mohegan Rd.	4/2/2003	452,500
22 John Swift Rd.	6/23/2003	384,000	5 Mohegan Rd.	7/7/2003	444,437
24 Joseph Reed Ln.	8/4/2003	659,900	8 Mohegan Rd.	9/17/2003	367,200
3 Juniper Ridge Rd.	1/24/2003	425,000	5 Musket Dr.	12/17/2003	650,000
5 Juniper Ridge Rd.	12/16/2003	450,000	74 Nagog Hill Rd.	8/12/2003	518,000
4 Kate Dr.	8/16/2003	626,500	103 Nagog Hill Rd.	9/2/2003	475,000
6 Kinsley Rd.	5/7/2003	505,000	315 Nagog Hill Rd.	7/15/2003	829,000
24 Kinsley Rd.	8/29/2003	375,500	18 Nashoba Rd.	7/22/2003	539,000
27 Kinsley Rd.	8/22/2003	375,900	27 Nashoba Rd.	11/8/2003	426,000
42 Kinsley Rd.	9/15/2003	338,000	43 Newtown Rd.	8/22/2003	498,000
13 Knowlton Dr.	6/9/2003	620,000	47 Newtown Rd.	10/8/2003	475,000
13 Lawsbrook Rd.	3/14/2003	320,000	66 Newtown Rd.	5/3/2003	690,000
66 Liberty St.	5/30/2003	381,000	120 Newtown Rd.	1/31/2003	630,000
2 Lilac Ct.	4/8/2003	379,500	214 Newtown Rd.	12/9/2003	925,000
7 Lilac Ct.	6/3/2003	372,000	234 Newtown Rd.	11/14/2003	635,000
13 Lillian Rd.	6/12/2003	410,000	66 Nonset Pa.	3/3/2003	465,000
27 Lincoln Dr.	6/20/2003	655,000	122 Nonset Pa.	10/28/2003	734,000
13 Long Ridge Rd.	7/31/2003	485,800	221 Old Beaverbrook	11/26/2003	303,000
9 MacLeod Ln.	7/26/2003	660,000	291 Old Beaverbrook	3/11/2003	248,000
7 Maddy Ln.	11/24/2003	699,000	376 Old Beaverbrook	6/26/2003	332,000
1 Maillet Dr.	3/3/2003	530,000	4 Old Cart Pa.	12/5/2003	635,000
4 Maillet Dr.	2/3/2003	605,000	435 Old Stonebrook	6/23/2003	322,000
50 Main St.	6/26/2003	409,000	26 Old Village Rd.	11/12/2003	685,000
74 Main St.	9/15/2003	415,000	30 Oneida Rd.	7/22/2003	389,000

Property Location	Sale Date	Sale Price	Property Location	Sale Date	Sale Price66
3 Overlook Dr.	7/1/2003	649,000	Seminole Rd.	7/30/2003	346,500
8 Overlook Dr.	1/15/2003	640,000	23 Seneca Rd.	9/2/2003	540,000
3 Parker St.	3/31/2003	504,000	17 Silver Hill Rd.	1/6/2003	600,000
25 Parker St.	12/10/2003	235,000	26 Simon Willard Rd.	4/28/2003	457,500
31 Parker St.	10/28/2003	310,000	170 Split Rock Dr.	8/19/2003	315,000
47 Parker St.	7/31/2003	383,000	175 Split Rock Dr.	9/19/2003	250,000
150 Parker St.	7/18/2003	458,800	176 Split Rock Dr.	9/15/2003	325,000
227 Parker St.	7/16/2003	405,000	5-9 Spruce St. U1	12/13/2003	500,000
236 Parker St.	10/22/2003	366,000	1 St. James Cir.	7/18/2003	369,000
258 Parker St.	9/8/2003	643,450	17 Stoneymeade Wy.	2/3/2003	790,000
118 Parker St. #11	11/7/2003	150,000	37 Stoneymeade Wy.	9/16/2003	870,000
118 Parker St. #13	9/5/2003	119,000	81 Stow St.	8/22/2003	340,000
118 Parker St. #22	5/27/2003	141,000	136 Strawberry Hill Rd.	9/5/2003	842,000
118 Parker St. #25	11/25/2003	148,500	2 Sutton Pl.	7/14/2003	716,000
118 Parker St. #36	12/30/2003	160,000	3 Tenney Cir.	4/30/2003	625,000
126 Parker St. #A13	7/29/2003	83,500	18 Thoreau Rd.	1/16/2003	525,000
126 Parker St. #A33	3/28/2003	114,000	3 Tinsdale Dr.	5/16/2003	372,900
132 Parker St. #16	12/8/2003	174,900	4 Tinsdale Dr.	3/17/2003	396,400
130 Parker St. #J1	9/2/2003	169,000	6 Tinsdale Dr.	8/11/2003	368,250
130 Parker St. #L4	7/17/2003	163,000	2 Towne House Ln. #12	9/29/2003	174,900
130 Parker St. #L5	10/14/2003	168,000	2 Towne House Ln. #15	8/25/2003	109,900
128 Parker St. 2A	11/4/2003	275,000	517 Tumbling Hawk	9/30/2003	320,000
128 Parker St. 2D	5/30/2003	268,000	526 Tumbling Hawk	7/25/2003	289,900
128 Parker St. 3D	5/14/2003	260,000	9 Vanderbelt Rd.	4/30/2003	435,000
29 Paul Revere Rd.	9/18/2003	472,493	6A Wampanoag Dr.	4/29/2003	739,900
3 Perkins Ln.	10/22/2003	489,900	11 Wampus Av. #A13	4/24/2003	127,000
391 Pine Cone Strand	5/28/2003	286,900	9 Wampus Av. #A6	12/24/2003	106,500
395 Pine Cone Strand	3/14/2003	286,000	9 Wampus Av. #A7	8/5/2003	124,000
1 Pinewood Rd.	8/22/2003	439,000	9 Wampus Av. #A8	11/13/2003	132,000
39 Piper Rd.	10/30/2003	444,400	5 Wampus Av. #B1	8/19/2003	122,000
63 Piper Rd.	9/12/2003	460,000	5 Wampus Av. #B7	7/14/2003	124,000
138 Pope Rd.	6/23/2003	899,000	34 Washington Dr.	5/22/2003	615,000
5 Powder Horn Ln.	12/2/2003	560,000	35 Washington Dr.	4/23/2003	605,000
18 Powder Mill Rd.	12/3/2003	650,000	64 Washington Dr.	5/23/2003	685,000
15 Prescott Rd.	9/23/2003	673,000	70 Washington Dr.	8/29/2003	605,000
60 Prospect St.	10/29/2003	400,000	74 Washington Dr.	9/12/2003	610,000
3 Putter Dr.	10/17/2003	715,000	111 Waterside Clr.	8/23/2003	282,500
4 Putter Dr.	7/18/2003	750,000	4 Westside Dr.	6/23/2003	449,900
4 Quail Run	7/29/2003	393,000	6 Westside Dr.	4/1/2003	458,900
9 Reeve St.	7/16/2003	792,500	16 Westside Dr.	6/28/2003	479,000
22 Revolutionary Rd.	1/6/2003	787,500	2 Whispering Wa	8/19/2003	650,000
9 Robinwood Rd.	1/15/2003	489,950	10 Whittier Dr.	8/21/2003	455,000
17 Robinwood Rd.	1/30/2003	516,500	12 Whittier Dr.	6/5/2003	587,400
1 Samantha Wy.	6/24/2003	430,000	16 Whittier Dr.	10/17/2003	589,900
5 Samantha Wy.	7/11/2003	425,902	18 Whittier Dr.	6/26/2003	492,450
7 Sandy Dr.	7/17/2003	668,000	16 Willis Holden Dr.	7/24/2003	723,500
12 Sandy Dr.	7/15/2003	627,000	111 Willow St.	10/30/2003	433,500
115 School St.	5/22/2003	425,000	142 Willow St. Rear	10/2/2003	27,500
135 School St.	10/27/2003	409,000	5 Wilson Ln.	2/14/2003	605,000
188 School St.	2/13/2003	616,368	14 Windemere Dr.	9/15/2003	560,000
215L School St.	6/24/2003	276,800	1 Windingwood Ln.	4/8/2003	539,000
255 School St.	8/29/2003	350,000	19 Windingwood Ln.	12/12/2003	588,000
267 School St.	12/5/2003	620,000	75 Winsor Av.	10/10/2003	535,000
53 Seminole Rd.	3/27/2003	352,500	8 Wingate Ln.	10/24/2003	930,000
56 Seminole Rd.	3/4/2003	385,000	29 Woodbury Ln.	8/27/2003	391,000
58 Seminole Rd.	6/17/2003	283,000	Parcel Count: 400		

ELIZABETH WHITE FUND

A permanent fund was bequeathed to the Town of Acton by George R. White, in memory of his mother, Elizabeth. The income from the fund is to be used only "in relieving the necessities of the deserving poor and unfortunate. It shall be the duty of the Town to anticipate such necessity of aid and assistance by inquiry and investigation, in advance of the claims as far as possible, in order that sensitive and deserving people may receive assistance, who might, because of publicity, refrain from making an application for aid."

The Board of Selectmen approved the White Fund's Trustees request for a total distribution in FY 04 of \$2515 given to individuals and households in need.

Trustees
Cornelia Huber
Frank Joyner
Andrea Miller

FINANCE COMMITTEE

The age-old Chinese saying, "may you live in interesting times," still holds true for our town. Only the saying might be more apt to read something like "may you live in difficult times." We are aware of these times because the Finance Committee takes an active role in committee and board meetings. We routinely send representatives to many of these meetings, so that we can understand the needs of the town and the schools, remain involved in the process, while at the same time bringing the "bigger picture" to the debate.

These are truly trying times for our elected and appointed officials. Many sources of revenue have been on a steady decline for the past three years. Including the projections for this coming fiscal year, Acton will have lost over four million dollars in state aid alone (Chapter 70, School Transportation), a 21% drop in this category. The slowdown in the economy has also meant a decrease in tax revenue from new construction. Over the last three years this category has dropped from a high of \$895,000/year to a projected low of \$615,000 for this coming year, a 31% decline and a combined loss of \$700,000 in revenue over the three-year period.

At the same time the operational side of our budget is in large part driven by salaries, benefits, pension costs and utilities. The salaries and benefits that we pay our employees are negotiated through collective bargaining with our labor unions. At the current level of service, every 1% increase in salaries costs the town approximately \$350,000. A 3% wage increase translates to slightly over \$1.0 million dollars. Health insurance costs are rising 15% annually, translating to an increase of \$1.0 million dollars in this category alone. Pension costs are going up 15% (a \$300,000 increase) and utilities anywhere from 10%-20% (a \$350,000 increase).

To put this in context, one needs to understand the constraints imposed on the town due to Proposition 2-1/2. For this coming fiscal year (FY 2006) the projected amount of new revenue will be \$1.77 million dollars. This consists of a \$1.16 million increase on the base tax levy and \$610,000 in new growth tax revenue. We would need \$2.7 million just to cover the increases in salaries, health insurance, pension and utilities alone for this coming year. That is approximately one million dollars more than what Proposition 2-1/2 affords us, without taking into account all the other aspects of our budget, which are equally in need of attention, if not more so.

Acton has been struggling with this delicate juggling act for quite some time now. During this time, and with the approval of the voters, the town's leadership made a conscientious decision to maintain as much of the direct service elements of our budget as possible. To balance our budgets town officials proposed a \$3M operating override in fiscal year 2004 that was approved by the voters. In addition, over the past few years they elected to use a variety of revenue sources, most of them non-recurring, to augment the property tax revenue (by far our biggest source of revenue). This has caused our reserves to reach dangerously low levels. At the same time, other aspects of our budget have been depressed to make this juggling act work. On-going maintenance of buildings, grounds and roads, and police cruiser and vehicle replacement has been stretched to the maximum. Our schools have been pushing off the maintenance of the satellite school buildings, the replacement of textbooks and the replenishment of school supplies. We are at the point now where the "wells are dry", the "operational infrastructure" (tools, vehicles, supplies, etc.) needs attention, and we are faced with some difficult choices.

To "do more with less" is no longer practical, nor is it prudent. Any efficiencies in operating our town and school institutions have been identified, exercised and implemented over the last decade. To maintain the current level of service going out into the future, with the projected cost increases and with no new outside sources of revenue, will require a steady "diet" of operating overrides to Proposition 2-1/2 (see Figure 1). Without a consistent and dependable infusion of new revenue we are going to have to change our service delivery model. Plain and simple. So what does this mean?

The estimates from the Board of Selectmen and the School Committees are not pleasant. They might entail increasing elementary class sizes from 25 to 35 students. They might mean closing one of the older elementary schools for a number of years and redistributing 500 students to the other four schools. They will likely entail closing a fire station for a similar period of time. Police presence and shifts will be dramatically reduced. The library will shutter its doors for two, possibly three days a week. Our roads will have to endure more holes and our sidewalks will have to wait longer to get paved. These are the kinds of changes in service that we must consider if we are not going to override Proposition 2-1/2 on a regular basis.

Property taxes will also see a rise this year due to the borrowing that we are incurring for the School and Public Safety Building projects. This year we fixed our debt schedule for the Junior High School project after receiving the lion's share of our state matching funds from the new State Building Assistance (SBA) program. If all goes well we will receive our matching funds for the High School project this time next year, at which time we will be able to fix our borrowing for that project and reduce the total annual debt service from \$3.5 million (FY 2006) to \$3.1 million (FY 2007).

Acton's schools and municipal services continue to face an uncertain future because they are so heavily dependent upon the local property tax for their budgetary support. Acton's citizens and voters will need to choose what pattern of services and tax increases they believe are necessary and appropriate. The Finance Committee looks forward to assisting Acton's citizens and its committees and boards to understand and deal with these issues.

Respectfully submitted,
Jonathan Chinitz, Chair
John Ryder, Vice Chair
Pat Clifford
Pat Easterly
Bob Evans
Gim Hom
Herman Kabakoff
Rheta Roeber
David Stone



Affordable House on dunham Lane

GOODNOW FUND

The Goodnow Fund specifies that the interest earned each year to be used to pay for perpetual care of the Goodnow lot in Woodlawn Cemetery and the balance to go to the Acton Congregational Church to be used towards the minister's salary.

Investment: \$3,000.00
Receipts and Disbursements:
Interest earned July 1 2003 to June 30, 2004 \$90.04
Town of Acton for Perpetual Care \$20

Balance to the Treasurer of the
Acton Congregational Church \$70.04

Respectfully submitted,

Alice Miller
Karen Sharp
Sally Moore
Trustees of the Goodnow Fund

TOWN ACCOUNTANT

I respectfully submit the following for the 2004 Annual Report of the Town of Acton:

Financial Reports for the period ended June 30, 2004:

- 1) Statement of Revenues and Expenditures - General Fund
- 2) Detailed Budget Object Report
- 3) Trust Fund Activity - Principal and Income

My sincere thanks to Karen Kucala, Lisa Krause, and Joanne Butman for all their hard work for the department. Their dedication to the Town has been tremendous and I'm honored to work along side them.

Respectfully Submitted,

Stephen G. Barrett CPA
Finance Director/ Town Accountant

**TOWN OF ACTON, MASSACHUSETTS
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
JUNE 30, 2004 (UNAUDITED)**

Revenues:

Property Taxes	46,695,452.00
Intergovernmental - State	5,304,512.00
Intergovernmental - Federal	22,727.00
Motor Vehicle Excise	2,552,577.00
Investment Income	176,819.00
Other Revenue	780,227.00
Total Revenues	55,532,314.00

Expenditures:

General Government	3,641,687.00
Public Safety	5,354,907.00
Education	36,342,263.00
Public Works	2,109,412.00
Library	778,268.00
Pensions	1,419,849.00
Insurance	1,701,270.00
State & County Assessments	164,510.00
Capital Outlay	1,402,101.00
Principal Debt Service	1,354,454.00
Interest Debt Service	1,127,980.00
Total Expenditures	55,396,701.00

Excess (Deficiency) of Revenues Over Expenditures	135,613.00
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Other Financing Sources (Uses)

Operating Transfers In	319,940.00
Operating Transfers Out	-405,000.00

Total Other Financing Sources (Uses)	-85,060.00
Excess (Deficiency) of Revenues And Other Financing Sources Over Expenditures And Other Financing Uses	50,553.00

Fund Balance At Beginning of Year	8,314,398.00
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Fund Balance At End of Year	8,364,951.00
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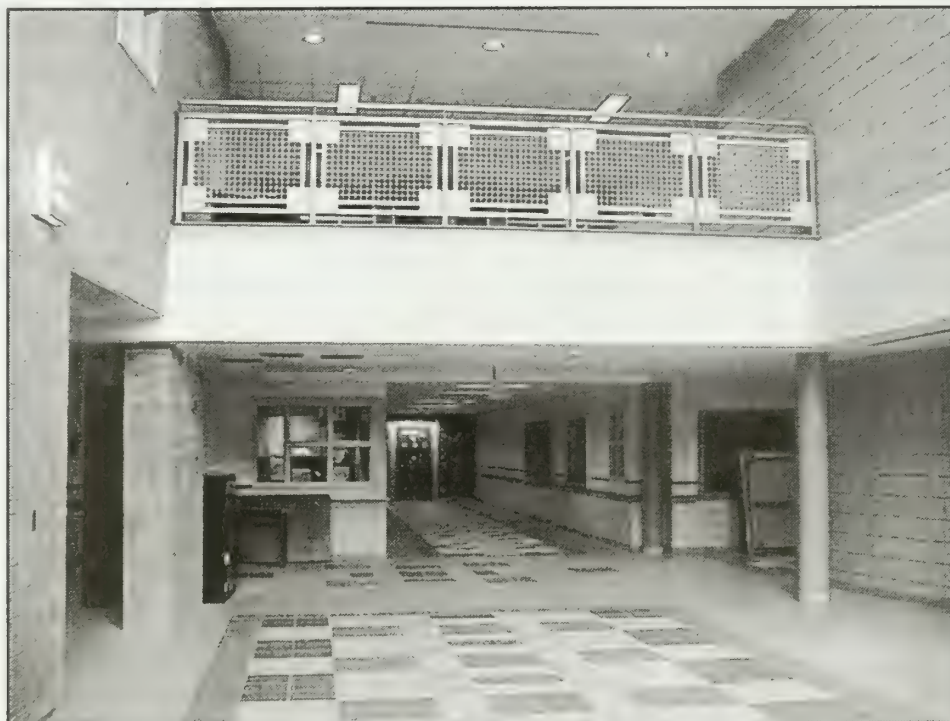
**TOWN OF ACTON
DEPARTMENT OBJECT BUDGET
YEAR ENDED JUNE 30, 2004**

SUB ACCT	DESCRIPTION	FY2004 BUDGET	FY2004 EXPENDED	PERCENT EXPENDED
Accountant/ Comptroller				
5100	Personal Services	\$156,178	\$156,453	100.18%
5200	Services	\$1,483	\$70	4.72%
5400	Supplies	\$2,769	\$2,024	73.09%
	Department Total	\$160,430	\$158,547	98.83%
Assessors				
5100	Personal Services	\$144,242	\$144,215	99.98%
5200	Services	\$90,197	\$78,887	87.46%
5400	Supplies	\$1,395	\$1,222	87.60%
	Department Total	\$235,834	\$224,324	95.12%
Building Inspector				
5100	Personal Services	\$174,545	\$174,545	100.00%
5200	Services	\$1,348	\$941	69.80%
5400	Supplies	\$2,708	\$3,588	132.49%
	Department Total	\$178,601	\$179,074	100.26%
Town Clerk				
5100	Personal Services	\$106,367	\$91,417	85.94%
5200	Services	\$867	\$780	89.92%
5400	Supplies	\$1,800	\$1,254	69.65%
	Department Total	\$109,034	\$93,450	85.71%
Civil Defense				
5200	Services	\$2,505	\$2,956	118.01%
5400	Supplies	\$31,808	\$45,811	144.02%
	Department Total	\$34,313	\$48,768	142.13%
COA/ Council on Aging				
5100	Personal Services	\$110,626	\$110,030	99.46%
5200	Services	\$9,384	\$8,619	91.85%
5400	Supplies	\$7,041	\$7,914	112.40%
	Department Total	\$127,051	\$126,564	99.62%
Collector				
5100	Personal Services	\$155,587	\$155,566	99.99%
5200	Services	\$59,067	\$34,929	59.13%
5400	Supplies	\$22,000	\$18,923	86.01%
	Department Total	\$236,654	\$209,417	88.49%
Commission on Disabilities				
5200	Services	\$1,500	\$1,375	91.67%
Dog Officer (in Town Mgr Budget)				
5100	Personal Services			
5200	Services	\$10,550	\$9,500	90.05%
	Department Total	\$10,550	\$9,500	90.05%

SUB ACCT	DESCRIPTION	FY2004 BUDGET	FY2004 EXPENDED	PERCENT EXPENDED
Elections				
5100	Personal Services	\$1,300	\$1,300	100.00%
5200	Services	\$27,787	\$16,490	59.34%
5400	Supplies	\$5,400	\$2,871	53.16%
	Department Total	\$34,487	\$20,660	59.91%
Engineering				
5100	Personal Services	\$193,893	\$156,234	80.58%
5200	Services	\$17,057	\$16,351	95.86%
5400	Supplies	\$2,826	\$1,778	62.90%
	Department Total	\$213,776	\$174,363	81.56%
Finance Director				
5100	Personal Services	\$133,727	\$133,711	99.99%
5200	Services	155,729	\$109,727	70.46%
5400	Supplies	\$63,117	\$33,100	52.44%
5600	Intergovernmental	\$43,116	\$43,116	100.00%
5700	Other Appropriations	\$3,246,046	\$3,121,118	96.15%
5900	Debt Service	\$2,528,651	\$2,482,779	98.19%
	Department Total	\$6,170,386	\$5,923,552	96.00%
Finance Committee				
5200	Services	\$1,000	\$535	53.50%
5700	Other Appropriations	\$25,000	\$25,000	100.00%
	Department Total	\$26,000	\$25,535	98.21%
Fire				
5100	Personal Services	\$2,510,891	\$2,566,574	102.22%
5200	Services	\$40,283	\$28,735	71.33%
5400	Supplies	\$87,504	\$45,683	52.21%
5600	Intergovernmental	\$45,250	26	0.06%
5800	Capital Outlay	\$15,252	\$ -	0.00%
	Department Total	\$2,699,180	\$2,641,018	97.85%
Health				
5100	Personal Services	\$88,728	\$84,558	95.30%
5200	Services	\$54,434	\$64,467	118.43%
5400	Supplies	\$1,360	\$3,353	246.54%
	Department Total	\$144,522	\$152,378	105.44%
Highway				
5100	Personal Services	\$727,278	\$741,130	101.90%
5200	Services	\$430,349	\$330,023	76.69%
5400	Supplies	\$405,175	\$349,614	86.29%
5700	Other Appropriations	\$11,130	\$8,002	71.90%
5800	Capital Outlay	\$195,384	\$100,125	51.25%
	Department Total	\$1,769,316	\$1,528,896	86.41%
Historical Commission				
5400	Supplies	\$600	\$285	47.50%
	Department Total	\$600	\$285	47.50%

SUB ACCT	DESCRIPTION	FY2004 BUDGET	FY2004 EXPENDED	PERCENT EXPENDED
Human Resources				
5100	Personal Services	\$109,241	\$63,106	57.77%
5200	Services	\$36,471	\$7,671	21.03%
5400	Supplies	\$4,134	\$1,015	24.56%
	Department Total	\$149,846	\$71,793	47.91%
Information Technology				
	Personal Services	\$128,303	\$107,975	84.16%
5200	Services	\$309,195	\$296,185	95.79%
5400	Supplies	\$1,012	\$1,710	168.93%
	Department Total	\$438,510	\$405,870	92.56%
Town Manager				
5100	Personal Services	\$320,024	\$291,019	90.94%
5200	Services	\$517,772	\$445,018	85.95%
5400	Supplies	\$29,801	\$12,593	42.26%
5800	Capital Outlay	\$ -	\$ -	
	Department Total	\$867,597	\$748,630	86.29%
Memorial Library				
5100	Personal Services	\$603,646	\$597,174	98.93%
5200	Services	\$30,780	\$32,754	106.41%
5400	Supplies	\$109,877	\$119,800	109.03%
5700	Other Appropriations	\$ -	\$ -	
	Department Total	\$744,303	\$749,728	100.73%
Town Meeting Moderator				
5100	Personal Services	\$200	\$80	40.00%
5400	Supplies	\$20	\$ -	0.00%
	Department Total	\$220	\$80	36.36%
Municipal Properties				
5100	Personal Services	\$363,657	\$365,647	100.55%
5200	Services	\$561,690	\$525,034	93.47%
5400	Supplies	\$44,517	\$36,252	81.44%
5800	Capital Items	\$28,350	\$18,963	66.89%
	Department Total	\$998,214	\$945,896	94.76%
Natural Resources/ Cemetery				
5100	Personal Services	\$416,098	\$408,101	98.08%
5200	Services	\$18,182	\$13,343	73.39%
5400	Supplies	\$24,803	\$21,804	87.91%
5800	Capital Items	\$ -	\$ -	
	Department Total	\$459,083	\$443,248	96.55%
Planning Board				
5100	Personal Services	\$137,704	\$135,018	98.05%
5200	Services	\$5,138	\$4,388	85.41%
5400	Supplies	\$4,443	\$3,108	69.95%
	Department Total	147,285	\$142,514	96.76%

SUB ACCT	DESCRIPTION	FY2004 BUDGET	FY2004 EXPENDED	PERCENT EXPENDED
Police				
5100	Personal Services	\$2,340,216	\$2,356,273	100.69%
5200	Services	\$41,310	\$66,127	160.07%
5400	Supplies	\$66,656	\$54,149	81.24%
5800	Capital Outlay	\$99,027	\$99,782	100.76%
	Department Total	\$2,547,209	\$2,576,331	101.10%
Public Celebrations				
5100	Personal Services	\$ -	\$ -	
5200	Services	\$972	\$2,129	219.02%
5400	Supplies	\$29	\$ -	0.00%
	Department Total	\$1,001	\$2,129	212.67%
Veterans Service				
5100	Personal Services	\$2,600	\$ -	0.00%
5200	Services	106	\$ -	0.00%
5400	Supplies	\$150	\$ -	0.00%
5700	Other Appropriations	\$5,002	\$14,109	282.06%
	Department Total	\$7,858	\$14,109	179.55%
West Acton Library				
5100	Personal Services	\$23,424	\$23,470	100.20%
5200	Services	\$381	\$62	16.19%
5400	Supplies	\$5,630	\$5,008	88.96%
	Department Total	\$29,435	\$28,540	96.96%
Zoning Board of Appeals				
5400	Supplies	\$500	\$611	122.29%



A Path to Enlightenment in Acton-Boxborough High School

**TOWN OF ACTON
TRUST FUNDS
NON-EXPENDABLE FY04**

ACCOUNT	BEG BAL 7/1/2003	REVENUES	EXPENDED	J/E AND TRANSFERS IN (OUT)	END EXPENDABLE BAL PER G/L FY04
Principal					
T-16 Elizabeth White	26,715.00			(1,635.00)	25,080.00
T-28 Varnum Tuttle Mem'l	10,000.00				10,000.00
T-05 Betsy Ball Charity	10,095.26				10,095.26
T-18 Georgia Whitney Char	14,073.70				14,073.70
Total Charity Trust Funds	60,883.96	0.00	0.00	(1,635.00)	59,248.96
T-01 Charlotte Goodnow	3,000.00				3,000.00
Total Religious Trust	3,000.00	0.00	0.00	0.00	3,000.00
T-37 Action Youth	21,074.00				21,074.00
T-40 James Kinsley	1,000.00				1,000.00
Drum Tricentennial Fund	0.00				0.00
T-02 Firemen Relief	9,830.00				9,830.00
T-32 W Acton Fire Relief	0.00				0.00
Conservation Fund	0.00				0.00
Total Misc Trust	31,904.00		0.00	0.00	31,904.00
T-17 Georgia Whitney	15,000.00				15,000.00
T-31 Watson Fund	2,500.00				2,500.00
T-21 Hoit & Scott Fund	500.00				500.00
T-10 Dr Robert Davis	1,000.00				1,000.00
T-20 Frank Hayward	1,000.00				1,000.00
T-03 George Ames	465.49				465.49
T-19 Georgia Whitney	1,500.00				1,500.00
T-15 Robbins & Ames	21,210.08				21,210.08
Captain Robbins	2,500.00				2,500.00
T-13 Robbins Woodland	1,500.00				1,500.00
T-34 Jenks Family	142,176.26				142,176.26
T-12 Eldridge Robbins	1,000.00				1,000.00
T-11 Martha Desmond	3,000.00				3,000.00
T-05 New Perpetual Care	741,045.00				741,045.00
T-25 Raymond Monument	700.00				700.00
T-06 Old Perpetual Care	178,259.92				178,259.92
T-04 Arlette Appleyard	2,000.00				2,000.00
T-26 Raymond Care	2,000.00				2,000.00
T-35 Mary Smith Fund	2,000.00				2,000.00
T-27 Hosmer	102,238.95				102,238.95
T-29 Wetherbee	10,000.00				10,000.00
T-36 Ernest Jones	1,000.00				1,000.00
T-24 Blanchard	2,419.24				2,419.24
T-07 AB Conant Family	1,000.00				1,000.00
T-23 Frank Knowlton	1,000.00				1,000.00
T-22 Mrs. O'Neil	372.39				372.39
T-33 Wells	3,000.00				3,000.00
Porter Jenks	76,977.01				76,977.01
Total Cemetery Trust Fund	1,317,364.34				1,317,364.34

ACCOUNT	BEG BAL 7/1/2003	REVENUES	EXPENDED	J/E AND TRANSFERS IN (OUT)	END EXPENDABLE BAL PER G/L FY04
T-01 High School	4,000.00				4,000.00
T-90 Katherine M Kinsley	9,461.75				9,461.75
T-88 William A Wild	9,000.00				9,000.00
T-78 Susan/Luther Conant	1,532.00				1,532.00
T-86 Luke Tuttle	200.00				200.00
T-84 Newell B Tainter	11,849.79				11,849.79
T-82 Library Planter	1,000.00				1,000.00
T-80 Mildred P Moore	2,000.00				2,000.00
T-70 Mark Clapp	1,142.00				1,142.00
T-76 Hiram J Hapgood	200.00				200.00
T-72 Charlotte Conant	1,500.00				1,500.00
T-74 Minnie Davis	336.50				336.50
Florene Grandine	20,672.34				20,672.34
Acton Mem'l LBY Fund	0.00				0.00
Total Library & Ed Trust	62,894.38	0.00	0.00	0.00	62,894.38
Total Non-Expendable Trust	1,476,046.68	0.00	0.00	1635.00	1,474,411.68

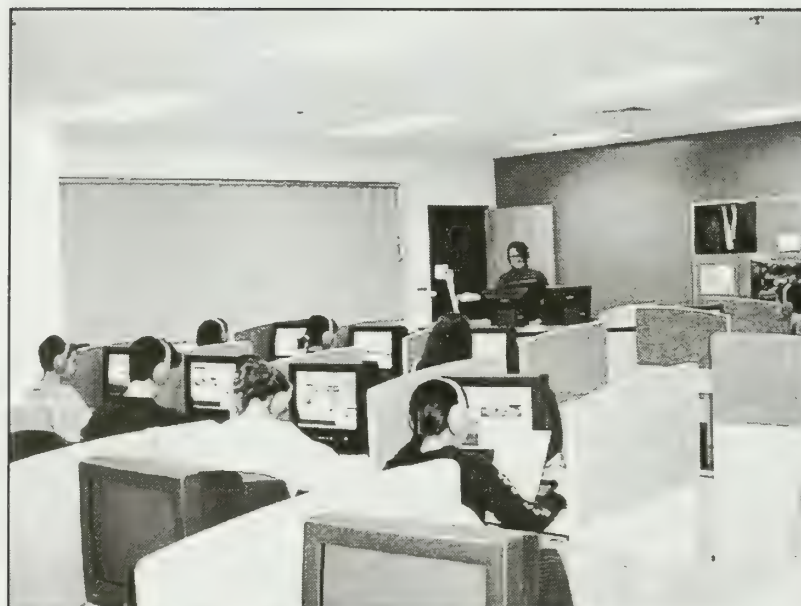


A Path to Enlightenment in Acton-Boxborough High School

**TOWN OF ACTON
TRUST FUNDS
EXPENDABLE FY04**

	BEG BAL	EXPENDITURES	REVENUES	J/E	END BAL PER G/L
INCOME ACCOUNTS	7/1/2003				6/30/2004
T-16 Elizabeth White Fund	2,450.91	(2,531.49)	1,085.34	1,635.00	2,639.76
T-28 Varnum Tuttle Mem'l	104,827.59	(32.38)	3,262.23		108,057.44
T-05 Betsey Ball Charity	54,018.09	(1,019.81)	1,972.96		54,971.24
T-18 Georgia Whitney Char	22,052.97	(1,516.84)	1,059.28		21,595.41
Total Charity Trust Funds	183,349.56	(5,100.52)	7,379.81	1,635.00	187,263.85
 T-01 Charlotte Goodnow	 90.04	 (92.59)	 84.88		 82.33
Total Religious Fund	90.04	(92.59)	84.88	0.00	82.33
 T-37 Jenks - Acton Youth Fd	 1,875.15	 (811.54)	 762.99		 1,826.60
T-40 James Kinsley Fund	5,914.98	(2.19)	190.11		6,102.90
Drum Tricentennial Fund	779.26	(0.18)	21.30		800.38
Firemen's Relief Fund	160,709.12	(45.02)	4,687.90		165,352.00
T-32 W. Acton Fire Relief	14,202.87	(3.25)	392.62		14,592.24
Conservation Fund	36,212.89	(8.29)	987.11		37,191.71
Total Misc Trust Fund	219,694.27	(870.47)	7,042.03	0.00	225,865.83
 T-17 Georgia Whitney Mem'l	 16,645.34	 (38.38)	 921.94		 17,528.90
T-31 Watson Fund	6,435.39	(287.55)	266.73		6,414.57
T-21 Hoit & Scott Fund	1,154.74	(288.70)	50.55		916.59
T-10 Dr. Robert Davis Fund	3,028.12	(242.55)	119.85		2,905.42
T-20 Frank Hayward Fund	8,850.66	(175.83)	279.12		8,953.95
T-03 George Ames Fund	892.26	(155.60)	41.01		777.67
T-19 Georgia Whitney Fund	1,620.27	(133.68)	96.97		1,583.56
T-15 Robbins & Ames Fund	91,669.73	(6,681.11)	3,306.91		88,295.53
T-14 Captain Robbins Fund	16,067.91	(489.77)	525.19		16,103.33
T-13 Robbins Woodland Fund	3,022.44	(314.97)	137.34		2,844.81
T-34 Jenks Family Fund	146,077.27	(22,562.18)	8,758.43		132,273.52
T-12 Eldridge Robbins Fund	2,352.38	(176.38)	99.82		2,275.82
T-11 Martha Desmond Fund	7,160.38	(731.12)	303.28		6,732.54
T-05 New Perpetual Care	52,059.87	(55,525.05)	76,102.57		72,637.39
T-25 Raymond Monument Fd	11,725.81	(39.27)	342.70		12,029.24
T-06 Old Perpetual Care	139,513.77	(31,487.76)	80,864.10		188,890.11
T-04 Arlette Appleyard Fund	5,160.05	(300.84)	213.00		5,072.21
T-26 Raymond Care Fund	5,241.16	(519.89)	219.67		4,940.94
T-35 Mary Smith Fund	2,680.77	(308.32)	143.38		2,515.83
T-27 Hosmer Fund	161,585.47	(21,068.79)	7,983.37		148,500.05
T-29 Wetherbee Fund	109,276.82	(683.32)	3,305.95		111,899.45
T-36 Ernest Jones Fund	1,678.78	(69.89)	79.16		1,688.05
T-24 Blanchard Fund	7,019.59	(432.95)	275.63		6,862.27
T-07 AB Conant Family Fd	2,648.86	(263.45)	110.95		2,496.36
T-23 Frank Knowlton Fund	1,905.88	(194.29)	88.70		1,800.29
T-22 Mrs. O'Neil Fund	1,580.38	(57.68)	55.63		1,578.33
T-33 Wells Fund	24,985.40	(206.21)	779.83		25,559.02
Porter Jenks Trust Fund	13,294.29	(5,298.02)	2,034.63		10,030.90
Total Cemetery Trust Funds	845,333.79	(148,733.55)	187,506.41	0.00	884,106.65

	BEG BAL	EXPENDITURES	REVENUES	J/E	END BAL PER G/L
T-01 High School Fund	444.33	(3.45)	141.15		582.03
T-90 Katherine M. Kinsley	523.46	(8.04)	389.44		904.86
T-88 William A. Wild Fund	3,447.60	(1,452.67)	417.10	0.00	2,412.03
T-78 Susan/ Luther Conant	3,263.13	(2.08)	137.66		3,398.71
T-86 Luke Tuttle Fund	1,454.32	(0.53)	46.73		1,500.52
T-84 Newell B. Tainter	3,409.20	(281.96)	487.68		3,614.92
T-82 Library Planter Fund	1,299.98	(1.14)	75.66		1,374.50
T-80 Mildred P. Moore	1,424.43	(2.00)	104.59		1,527.02
T-70 Mark Clapp Fund	238.44	(1.01)	45.14		282.57
T-76 Hiram J. Hapgood Fund	812.92	(0.35)	28.30		840.87
T-72 Charlotte Conant	1,403.06	(1.63)	86.16		1,487.59
T-74 Minnie Davis Fund	279.53	(0.35)	18.76		297.94
Florence Grandine Fund	2,111.70	(15.35)	1,068.34		3,164.69
George J. Kashua Trust	2,676.44	(2.29)	1,293.20		3,967.35
Acton Mem'l LBY Fund Endow	227,809.80	(19,790.13)	66,432.15		274,451.82
Total Library & Ed Trust	250,598.34	(21,562.98)	70,772.06	0.00	299,807.42
Total Expendable Trust	1,499,066.00	(176,360.11)	272,785.19	1,635.00	1,597,126.08



Acton-Boxborough High School's Word Language Laboratory

TOWN OF ACTON TRUST FUNDS_____

A Trust Fund is an endowment that generates funds to be used, in perpetuity, to support the Town in general or a specific purpose within the scope of Town government. Over the years, Acton citizens or other donors have created or added to an existing trust fund to provide permanent support for cemeteries, libraries, schools, firefighters and those less fortunate in the community, to name just a few.

Town of Acton trust funds are invested in a balanced fund consisting primarily of high-quality, readily marketable stocks, bonds and other assets, which have been approved by the Commonwealth. Each year, the Town spends Trust Fund earnings on current operations and on the other purposes designated by donors and implemented by trustees. Often the donors and trustees decide to reinvest part of the earnings to protect the principal against inflation.

Unrestricted trust fund earning support general operations. Other trust funds support specific areas, as specified by the donors, for example, firefighter relief, cemetery maintenance and land purchases, The Memorial Library, or direct aid payments to citizens in need. Tomorrow's Acton is being assisted by today's endowment gifts.

How to Make a Gift

Individuals making estate plans can contribute to the principal of an established fund or they may create a new fund. Individual trustees or Boards of Trustees welcome inquiries about offering a gift and would be pleased to provide assistance.

Gifts to the Town of Acton are tax-deductible to the full extent of the Internal Revenue Code. Gifts can be given in the form of cash, securities, stock and bond certificates or portions of shares or certificates, real estate, or left to the Town in your will.

All donors should consult a professional tax advisor or lawyer when embarking on a trust fund gift to the Town. Banks or brokers should be instructed not to sell long-term securities from your account and forward the proceeds to the Town of Acton. This would represent a cash transaction and would cause the donor to be liable for any capital gains tax. For depreciated securities, it may be to the donor's advantage to sell, establish a tax loss and then make the gift in cash to the Town of Acton.

For specific and more detailed information on making tax-deductible gifts to the Town of Acton, please contact John Murray or Stephen Barrett in the Town of Acton's Treasurer's Office. They can be reached by phone at 978-264-961; by e-mail to jmurray@acton-ma.gov, sbarrett@acton-ma.gov, or gifts of securities@acton-ma.gov. Correspondence by mail should be addressed to Town of Acton, Treasurer's Office, 472 Main Street, Acton, MA 01720.

The following Trust Funds are held by the Town of Acton. Specific financial information relating to each fund can be found in the Town Account's Report.

Cemetery Trust Funds

Unless noted otherwise, surplus income for perpetual care funds is to accumulate to be used only for improvements on the designated lots.

- T-3 **George T. Ames Fund**, established 1957, by Fred Robbins. Income for Perpetual Care.
- T-4 **Arlette Appleyard**. Income for perpetual care.
- T-24 **Luke Blanchard**, established 1909. (In 1958, Virginia A. Sanderson added funds for care of the Arthur F. Blanchard lot and Helen Gage added funds For the Luke Blanchard fund.) Income for perpetual care, flower fund, Calvin & Luther Blanchard Memorial/ Prospect St.; family tomb, Mt. Hope.
- T-7 **A. B. Conant and Family**, established 1959. Income for perpetual care.
- T-10 **Dr. Robert I Davis**, established 1955. Income for perpetual care, flower fund.
- T-11 **Martha L. Desmond**. Income for perpetual care, including shrub & monument replacement.
- T-20 **Frank C. Hayward**, established 1901/1947. Income for perpetual flowers and "perfect care" of the lot and monument. Funds also given for the cleaning of the monument... of "Lt. John Hayward who was first to spring upon the bridge at Concord fight... and took command of the Acton Minuteman after Capt. Davis fell, also grand nephew of the patriot James H, killed at Lexington while pursuing the British in the same fight."
- T-21 **Holt & Scott**, Income for perpetual care, flower fund
- T-27 **Susan Noyes Hosmer**, established 1931 (requested to be known as the Jeremiah and Susan Noyes Hosmer Woodlawn Cemetery Fund.) Income for "the care and upkeep of our family lot, with the remainder, income to be used for beautifying and improving Woodlawn Cemetery, but no part shall be used for the erection or maintenance of any building". (Money also willed to Acton Memorial Library)
- T-34 **Jenks Family**, established 1971. Income for perpetual care. Surplus income to be used for beautifying and improving Mount Hope Cemetery.

Porter Jenks Trust, Income for beautifying and improving Mount Hope Cemetery.

- T-36 **Ernest C. Jones**, Established 1973. Income for flower fund.
- T-23 **Frank R. Knowlton**, established 1955 by Jesse L. Knowlton. Income for perpetual care, flower fund, with surplus income to be used for improvement of said lots.
- T-22 **Mrs. Harry O'Neil**, established 1956, established by Fred L. Robbins. Income to be used for "flowers to be placed in Mrs. O'Neil's lot."
- T-6 **Perpetual Care Fund (old)**, established 1899 by a Town by-law. Income for perpetual care lots and monuments.
- T-5 **Perpetual Care Fund (new)**, established 1958, established by a Town by-law. Income for perpetual care, including monuments and markers, then for the care, maintenance and improvement of the cemetery, in which such lot(s) are located.
- T-26 **Henry S. Raymond Care**. Income for perpetual care, flower fund.
- T-25 **Henry S. Raymond Monument**. Income for monument care and replacement.
- T-12 **Elbridge J. Robbins & Desc.**, established 1963. Income for perpetual care.
- T-13 **Elbridge J. Robbins Lot- Woodlawn**, established 1968. Income for perpetual care.
- T-14 **Captain Robbins Lot- Woodlawn**, established 1968. Income for perpetual care and stone.
- T-15 **Ethel R. & Fred Robbins & George T. Ames**, established 1968. Income for care and improvement of any portion of Woodlawn Cemetery as the Commissioners shall see fit.
- T-35 **Mary E. Smith**. Income for perpetual care, flower fund.
- T-31 **Sarah A. Watson**, established 1959. Income for perpetual care.
- T-33 **Carrie F. Wells**, established 1959. Income for additional perpetual care, flower fund.
- T-29 **J. Roland Wetherbee**, established 1949. Income for perpetual care of lots and monuments.
- T-19 **Georgia E. Whitney Cemetery Fund**, established 1925/1946. Income for perpetual care.

Robbins Alarm Stone. For care of off-cemetery property, specifically the "Robbins Alarm Stone" on Concord Road.

Charity Trust Funds

- T-19 **Elizabeth White Fund**, established 1923 by George White in memory of his mother. Income to be used "to relieve the necessities of the deserving poor or unfortunate, preferably widows and orphans, irrespective of citizenship, and particularly in cases for which the Town may not be liable, but may feel a moral obligation to care for." "In case of loss of Any part of the principal by bad investments or otherwise, the income Shall be allowed to accumulate until such loss is made good."
- T-28 **Varnum Tuttle Memorial**, established 1958 by Jennie A. Tuttle. Income to be used by the Selectmen for the relief of worthy poor (of Acton), with authority to use part of the income for raising the standard of living of a considerable number of the citizens that "they may enjoy the benefits of our Anglo-Saxon Civilization and become better citizens of our Republic."
- T-05 **Betsey Ball Charity**, established 1950. Income to be used for "deserving poor of (Acton) as in the judgment of the Selectmen thereof may be in need of medical or surgical services and if, in the judgment of the Selectman, no person is in need of such services, may be used for the promotion of the industrial education of children resident in the Town, or... other educational purposes for the benefit or said town or its children as the Selectmen may deem proper."
- T-18 **Georgia Whitney Charity**, established 1936 (Varnum Tuttle's daughter). To be used for the needy poor of South Acton, preferably elderly persons and to be distributed so that the names of the recipients would not be known.

Religion Trust Fund

Charlotte T. Goodnow, established 1909. \$20 to be spent yearly for care of the family burial lot and the remainder of the income to be applied to "the support of the evangelical preaching in the Congregational Trinitarian Church (of Acton)."

Liberty and Education Trust Funds

- T-01 **High School Conant Fund**. To purchase books.
- T-90 **Katherine Mary Kinsley Fund**. There is to be given \$200.00 each year out of the fund for scholarships.
- T-88 **William A. Wilde Fund**, established 1895/1902. Income to be used yearly by the trustees in the purchase of books, magazines and papers, under the condition that the Town of Acton, in addition to such appropriation as the Town may make for the other uses of the Library, shall annually appropriate and pay to the trustees, to be used by them

expended in the purchase of books, magazines and papers... the sum of two hundred dollars, and show the town in any year refuse or neglect to make this appropriation.. this gift shall be thereby forfeited...

T-78 **Luther/ Susan Conant Fund**, established 1905. To be used for the purchase of books.

T-16 **Luke Tuttle Fund**, established 1915. For the Acton Memorial Library, without restrictions.

T-84 **Lilla H. and Newell B. Tainter Fund**, established 1955. Unrestricted.

T-82 **Library Planter Fund**, established 1975 by Florence A. Merriam. Yearly interest shall be spent for the maintenance of the library planter trays in the Acton Memorial Library. If or when the plants cease to serve their purpose, the Trustees shall be free to spend the principal and interest for whatever they believe will serve or improve the Acton Memorial Library..

T-80 **Mildred Pope Moore Fund**, established 1962. Income to be used for purchase of books.

T-70 **Mark Clapp Memorial Trust Fund**, established 1968 by Mrs. Norman L. Roche. Interest to be used yearly for purchase of books to be used on the primary grade level, but if there is no need at the time, the books may be purchased for any section Necessary. I would like a memorial sticker affixed to the back of each book purchased.

T-76 **Hiram J. Hapgood Fund**, established 1917. Income to be used for purchase of books for the Acton Memorial Library.

T-72 **Charlotte Conant Fund**, established 1944. Income to be used for purchase of books for the High School Library (will also gave to The Acton Memorial Library funds for purchase of books).

T-74 **Minnie Davis Fund**, established 1933. Both principal and income may be used for purchase of new books for the Acton Memorial Library.

Florence and Joseph Grandine Fund, established 1997. Interest to be used at the discretion of the Acton Memorial Library Trustees to pay for acquisitions for use by library patrons. If possible, items paid for by this fund should bear the word: "In Memory of Florence Rouillard Grandine."

George J. Kashuba Trust, established 2002 by the Kashuba Family. Money To be used for scientific and/ or medical books - reference only.

John W. Heald, established 1930. For the Acton Memorial Library, without restrictions.

Susan Noyes Hosmer, established 1931. For the Acton Memorial Library, without restrictions.

Acton Memorial Library Endowment Fund, established 1999 by the Acton Memorial Library Foundation. Trustees may expend one-half of the funds' "average annual appreciation" each year (the other half or any amount not spent in the year to be added to the principal), to be used to enhance, enrich and supplement Library materials, collections, cultural and educational programs, and other library-associated activities, including equipment that would support those area. The fund was not established to enable the Town to reduce its annual appropriation for the Library. Fund income shall not be used to substitute for basic library operating expenses.

Miscellaneous Trust Funds

T-17 **Georgia E. Whitney Memorial Fund**, established 1958 by will of Jennie A. Tuttle. Income "to provide education and uplifting instruction and influence for the pupils of the Acton High School and through such school for the inhabitants of the Town of Acton... Income not to be used for general maintenance of the High School "nor lessen the burdens of taxation."

T-37 **Jenks - Acton Youth Fund**.

T-40 **James Kinsley Fund**, established 1977. Income to be used "for the care, upkeep and maintenance of the land in Acton Center which I gave to the Town in 1940."

Fireman's Relief Fund, established 1935 by Town Meeting Vote. For the benefit of Acton's firefighters "who experience personal (minor) injury while engaged in fighting fires" (Donations over the years were added by deducting small sums from the volunteer's pay).

T-33 **West Acton Fireman's Relief**, established 1920 by Town Meeting Vote. Amended May 10, 1953. Funds "for the exclusive support of the volunteers of the West Acton Fire Company, so called, or such company of fireman having special charge over fires in precinct #3 of (Acton) as said precinct is at present constituted... while in the lawful performance of his duties as such fireman."

Conservation Fund. Account 55007427.

Drum Tri-Centennial Fund, established 1977 by Town of Acton Vote. Interest accrued to remain untouched until April 2074 or the year before beginning the Tricentennial Celebration. Use is restricted to "grants, gifts, expenses in connection with creative and aesthetic contributions to Acton's Tricentennial Celebration." Trustees appointed by the Town Moderator.

HUMAN SERVICES

ACTON COMMUNITY HOUSING CORPORATION

The Acton Community Housing Corporation, a town board appointed by the Board of Selectmen, continues to fulfill its mission to increase the supply of affordable housing in the town. ACHC exists to facilitate the creation of affordable housing opportunities with priority to Acton residents, children of Acton residents, and employees working in Acton. This has been an especially busy and interesting year for the committee.

The Committee welcomed a new associate member, Bernice Baran, who moved to Acton from Lexington and has jumped into volunteer work for the community. Bernice's presence is very helpful in meeting the increased workload of the committee. ACHC continues to welcome new Associate Members, especially in preparation for anticipated turnovers in the next few years.

Most of ACHC's time in 2004 was spent working with developers on proposed Chapter 40B developments, participating in the Community Development Plan for Housing, and exploring creative options for increasing the number of affordable housing units in Town.

Towne School Reuse, RFP, and Lease

The plans to develop the Towne School into 18 units of mixed income rental continue to be held in abeyance while state officials wrestle with the issue of applying public bid laws to privately developed property that is publicly owned.

Bob Whittlesey has carried this issue to the State and is optimistic about the outcome. DHCD has published guidelines for municipalities to follow when in this unique situation. The developer chosen in September 2003, Homeowners Rehab, Inc. of Cambridge, continues to wait patiently for this issue to be resolved. ACHC is hopeful that the project can move forward early in 2005. We have been working since May 2001 to bring this affordable housing project to reality.

Crossroads Condominium, Chapter 40B development

In early 2004, the three affordable units in the Crossroads development in Kelley's Corner were purchased by low and moderate income families. There were 64 applicants for the three units, including 28 households with an Acton connection, demonstrating the significant demand for affordable housing in the Town.

Franklin Place Condominiums, Chapter 40B development

In early 2004 a revised proposal was submitted to the ZBA after their rejection of the original 32 units. The new plan was for six duplex buildings, a total of 12 units, with 3 of them affordable. The ZBA approved the revision and ground was broken in the summer. Occupancy is expected in late Spring of 2005. Each unit is a 3-bedroom, 2-story unit with a garage. The three affordable units will be sold to households of three or more whose incomes do not exceed 80% of the Area Median Income.

Fort Pond Brook, Chapter 40B development

Developers Paul Gaboury and Glen Kaufmann worked with the ACHC to develop plans for a Chapter 40B proposal located at 68 River St. The proposal is for four duplex, farmhouse style buildings, 8 units total. The units will be 3-bedrooms, 2.5 baths in three stories. Meetings were held with abutters, town boards, and the general public. The development was filed as a so-called "friendly" Chapter 40B under the DHCD Local Initiative Program (LIP) and received early local support from the ACHC and the Board of Selectmen. On Dec. 21, the ZBA voted to approve the comprehensive permit for the development, construction should begin in the Spring. ACHC voted to use \$15,000 of CPA funds to lower the selling price of each affordable unit to \$179,500.

Dunham Place

Developer Mark White from Bentley Homes was nearing completion of his 10 single family housing development off High St. which meant the existing 3-bedroom ranch on site needed to be made ready for occupancy as an affordable unit under the Planning Board Special Permit. The ACHC oversaw the renovation and rehabilitation process for the house and signed-off on it in October. A lottery is planned for late January to find an eligible household with an income that does not exceed 60% of the Area Median Income. The ACHC is pleased that an existing unit was retained as part of the development rather than being torn down to make way for a large expensive home. The developer had initially offered a house in an off-site location that was not acceptable to the ACHC.

Soft Second Loan

The Town was approved by the DHCD as a Soft Second Loan community allowing first time homebuyers to get a discount on their mortgage expenses. Three local residents took advantage of the program in 2004. Local banks are anxious to provide help with this program to Acton residents.

Community Housing Plan

The ACHC worked with consultant Judi Barrett from Community Opportunities Group, Inc. to complete the Housing Plan for Acton under a \$30,000 grant from the State for a Community Development Plan focused on housing. The plan, "To Live in Acton" was completed in July. It is an outstanding document for the Town with a detailed analysis of the Priority Housing Needs in Acton. ACHC will use it for a blueprint in directing appropriate affordable housing development to meet those needs.

First Time Homebuyer Course

The Town contracted with David Singer from the Framingham based SMOC agency to teach a 4 week course to educate future first time homebuyers about the nuts and bolts of financing this purchase. Fifteen families attended the course and all received certification which will allow them to access the Soft Second Loan program and to purchase an affordable home through the Lottery program for local units. This was the second year ACHC had sponsored the course.

Community Preservation Committee

ACHC Chair Nancy Tavernier was appointed to the Community Preservation Committee as an Associate member in the summer. The ACHC received Town Meeting approval for two proposals for CPA funds from the 2004 round. One proposal was \$25,000 for a Community Housing Fund. The second request was for \$25,000 to pay for a feasibility study for the town owned land on Willow and Central St. with the intention of having the property developed for a four unit design, with at least one unit being affordable.

The ACHC has used the Housing Fund to buy down the purchase price of three affordable units for a total of \$20,000. The funds for the feasibility study for the Willow/ Central property were folded into the Housing Fund with an October Town Meeting vote after the ACHC received a state grant to fund the study (see below).

ACHC has submitted a proposal to the CPC for 2005 that would add \$150,000 to the Community Housing Program Fund. We intend to use the money to add an affordable unit to the housing stock either through new construction or by buying down an existing unit.

28 Willow St. and 214 Central St. Proposed affordable housing development

In July, the ACHC applied to the DHCD/ MassHousing Priority Development Fund for a \$25,000 grant to perform pre-development analysis on town owned land to determine what size development could be accommodated on the property and how many affordable units would be economically feasible. In August, the ACHC was granted the funds which will replace the CPA funds that were voted for the same purpose.

These two parcels of land were taken by the Town of Acton for unpaid back taxes. It was the former site of a septic system installation and repair company, until approximately 1995. The Town of Acton has done significant environmental remediation work and the site is ready for residential re-use. The ACHC feels strongly that this is an ideal site for a small multi-family development. The lot is located in close proximity to the West Acton Village District and infill housing would be wholly consistent with the Town's emphasis on concentrating new development within the village cores. There are other multi-family properties nearby and a thoughtfully designed multi-unit project would blend in quite well.

ACHC member Ryan Bettez has been leading the effort to develop the property. Initial engineering work was done to determine the maximum number of units that could be served with a septic system. The next phase will be a preliminary architectural design of the units. A neighborhood meeting was held in December to gather input on design. The neighbors were very supportive of the conceptual design and are eager to participate in the process. After the second phase is completed, DHCD will give the green light to proceed with a feasibility study to determine the economics and level of subsidy the development would need to be economic. ACHC is hopeful that all units could be affordable. The disposition of the land is an outstanding issue that will be better defined after the study is completed.

The Woodlands at Laurel Hill

In April, ACHC was approached by developers who propose to build 296 rental one and two bedroom units on a large parcel located at Nagog Park. All units would be counted toward the Town's 10% since that is the methodology of counting rental developments. It would move the town to over 6% if built as proposed. In reality, only 25% of the units would be affordable. It is described as a luxury apartment development that will straddle the Acton/ Westford line. The application for a comprehensive permit was filed with the ZBA in October with the first hearing held in December. There will be a prolonged period of negotiations with the Town officials.

ACHC hired a consultant to prepare our position statement on the proposed development. We made detailed points about the affordability aspects of the proposal and placed it in the context of our newly development Housing Plan priority needs. This development should prove to be full of surprises, twists, and turns.

Miscellaneous Development ideas

Several developers met with ACHC to describe ideas they had about new affordable housing developments in the town. These were, for the most part, very creative ideas that included: subdividing an existing house lot and adding 2 units on site to be combined with the original house, putting a 6-8 unit development on Sylvia St. in South Acton; rehabbing an historic factory build-

ing into affordable units; moving historic structures onto vacant land and making them affordable; and rehabbing Exchange Hall for affordable housing. Few of them have progressed beyond the conceptual stage but ACHC is always ready and willing to be the sounding board for such ideas.

19 Railroad St.

ACHC was contacted about a condo development at 19 Railroad St. It is not a Chapter 40B, has no requirement for affordable units, but the developer Michael Gurtler was agreeable to considering affordable housing. As part of the Special Permit, the BOS conditioned the approval on giving the Town the Right of First Refusal to purchase one unit at market rate to be resold to an affordable household. The seller would have to be subsidized in order to buy the unit down, CPA funds could be used for this purpose.

Affordable Unit count for 2004

The current total of subsidized housing units in Acton as of December 2004 is 177, of which 19 are affordable home ownership units and three are rentals under the oversight of ACHC. In addition to the ACHC units, 155 units for low income rentals under the control of the Acton Housing Authority are included in the total count. This represents 2.32% of the total housing units in the town as affordable. This could be a record year for new affordable units if The Woodlands is approved, whatever the unit count.

This was a very busy year for the members of the Acton Community Housing Corporation but always interesting. We would like to thank the Board of Selectmen, Town Staff, and the participating developers for a productive and rewarding year. A special thank you goes to the Acton Housing Authority Executive Director Betty McManus and staff for their valuable assistance throughout the years. ACHC faces a major challenge in July 2005 when Betty retires from the Acton Housing Authority. Betty has carried the administrative duties of the ACHC for the past 20 years. She will be irreplaceable and we dedicate this annual report to Betty. Fortunately she will stay on as a Full Member of the ACHC.

As Chairman, I would especially like to thank our very loyal and talented committee members. Without their dedication, there would be little progress made in the affordable housing effort.

Chairman, Nancy Tavernier
Vice Chairman, Ryan Bettez
Clerk, Naomi McManus
Members, Dan Buckley
Robert Whittlesey
Associate Members, Kevin McManus
Pam Shuttle
Bernice Baran

COUNCIL ON AGING

The Acton Council on Aging provides a broad range of services and programs to the population of 3000 citizens 60 and over in the Town of Acton. The Smith-Cloonan Senior Center, located on 50 Audubon Drive in South Acton, celebrated its 10th anniversary in April 2004. Our Open House hosted by the COA Board, COA staff and Friends of the COA, was a well attended Sunday afternoon event, with our legislators bringing congratulations and commendation from the State House.

In addition to staff offices, the senior center has two large rooms providing space for dining, daily exercise and other classes, group meetings, programs and recreation. A smaller room accommodates health clinics, computer classes, legal consultations and tax appointments. The Minuteman Senior Services lunch program takes place in the dining room four days a week. Home delivered meals are offered to homebound seniors five days a week.

The Council on Aging staff is available 8 a.m. to 5 p.m., Monday through Friday, to provide resource information and consultation to seniors and their families and to make referrals to other community agencies when appropriate.

The COA budget is funded primarily by the Town. An annual grant from the State Executive Office of Elder Affairs funds limited additional staffing hours. The Friends of the Council On Aging fund numerous classes, programs, special events and day trips.

We are very pleased to now host monthly art exhibits in the Senior Center living room. Visitors to the senior center are very impressed with the artistic talents of Acton senior citizens. Other new programs and events this past year have included an MFA slide show, gardening and memoir writing workshops, "Senior Day at NARA" with a cookout, swimming and horseshoes, beginners and advanced "One Stroke Painting" classes, beginning and intermediate bridge classes, and two bridge socials, fashion show and a much raved about "Holiday Tea." Informational programs on fraud protection, downsizing your home and an antiques road show were well received. Highlights of ongoing programs and classes include two levels of aerobics, "Stretch and Flex", watercolor and drawing classes, bridge lessons and quilting instruction and the ever popular "Police Academy" offered in the spring. Genealogy and singing groups meet twice a month. The book discussion group and Verdi opera workshops are thriving. Winter computer workshops complement classes offered in the spring and fall.

Socialization opportunities are available at Men's Breakfast and Ladies' Luncheon. After lunch, seniors enjoy pool, ping-pong and card games. Weekly movies are viewed on our large screen TV and entertainment is offered throughout the year by amateur, professional and scholastic musical groups. Day trips are planned several times a year to museums, historic homes and

flowering gardens, Boston Symphony rehearsals, ballgames, boat and train tours and of course, restaurants!

Assistance with income tax applications is offered by trained AARP tax volunteers and free legal consultation appointments are offered bi-monthly by a local elder law attorney. Podiatry, blood pressure and cholesterol clinics are scheduled by the Acton Public Health Nursing Service, who also present several informative health programs each year. A monthly hearing clinic is available. Health insurance counseling is provided by the Acton SHINE (Serving Health Information Needs of Elders) volunteer, supervised by Minuteman Senior Services. Resource information is provided in areas of housing, legal and financial assistance, adult day care, home health services, residential care facilities, with specialized resources for Alzheimer's care. Long distance caregivers also receive assistance via phone calls and our web site. Residents receive help preparing fuel assistance applications as well as accessing other state and local fuel assistance programs.

A four-session program, "Taking Control of Alzheimer's Disease" was held in September, attended by area caregivers and victims of this challenging disease. A monthly evening caregivers' group provides ongoing support. The widows/ widowers support group is now planning monthly social luncheons. The Friendly Visitor program provides companionship to isolated seniors and an opportunity to socialize at Senior Center events. The RUOK phone check in program is coordinated with the Acton Police Department. The Handyman program meets the requests of seniors for minor home repairs. Durable medical equipment is donated by seniors and loaned out to other seniors in need. The "File of Life," an invaluable form detailing medical emergency information and stored in a magnetized packet on the refrigerator door, is mailed to every senior in Acton by the Friends of the Acton Council on Aging.

The Senior Work program, coordinated by the Acton Dept. of Human Resources, provides opportunities for temporary employment in municipal departments. Seniors earn up to \$750 each fiscal year in this program designed to provide assistance with real estate taxes.

The Council on Aging van is a ten passenger van with wheelchair capacity, which transports seniors and disabled adults within the towns of Acton, Concord and Maynard. Fares are \$1.00 each way within Acton, and \$1.50 each way out of town. The COA van and another local van, the Road Runner, are both administered by the Lowell Regional Transit Authority.

Information about all programs, classes and services is detailed in the COA Senior Citizen Newsletter, mailed nine times a year to senior citizens.

The heart and soul of the Council on Aging are its versatile, talented and hard working corps of volunteers (currently 210 individuals plus community groups). The COA Board advocates for

seniors, with this year's focus on real estate tax relief. The Friends of the COA fund many COA classes and programs, subsidize day trips, administer the Emergency Fuel Assistance Fund and mail the "File of Life" to each senior's home. Volunteers deliver meals to homebound seniors each weekday, help serve special luncheons, teach classes, do minor home repairs, prepare Men's Breakfast and Ladies' Lunch, create quilts, laps, robes, hats and mittens to donate to those in need. They provide tax assistance, legal counseling, prepare the newsletter for mailing, answer office phones and do data entry, water and weed plants and organize our library and video bookshelves. Friendly Visitors provide welcome companionship to isolated seniors. All these volunteers are honored at our spring Volunteer Breakfast. The Acton Lions Club and Acton-Boxboro Rotary Club provide seasonal dinner events for over 100 seniors at the Senior Center. Theater III provides free admission for dress rehearsals and Video Signals a free weekly movie. High school students rake lawns and deliver buckets of "safety sand" to seniors' homes. The Salvation Army, Community Supper and the Friends of the Acton COA assist seniors in need. The Acton Women's Club, school groups, area church groups, an area businessman and private citizens donate food and gifts to others at the holidays. THANK YOU to all of these wonderful volunteers.

Staff members are Jean Fleming, Director, Barbara Winders, Assistant to the Director, Carol Steiner, Outreach/ Volunteer Coordinator, Debby Mozzicato, Program Coordinator, Ron Pas-kavitz, Van Driver and Steve Ryan, Substitute Van Driver. Edith Dietrich is the Minuteman Senior Services meal site manager.

Please call the Council On Aging staff at 978-264-9643 for information, assistance, or if you would like to join our group of volunteers.

Submitted by Jean Fleming, Director

COA Board
Pat Ellis, Chair
Cathleen Summers, Member
Thomas McQueen, Member
Catherine Guinee, Member
Jan Patrick, Member
Bill Ely, Member
Anita Dodson, Member
Paul Turner, Member
Stephen Baran, Member
Gena Manalan, Member
Sally Thompson, Associate Member

ACTON HOUSING AUTHORITY_____

The Board of Commissioners and staff of the Acton Housing Authority (AHA) continue to strive to insure an adequate supply of safe, decent affordable housing for Acton's low income elderly, handicapped and families. Established at the Annual Town Meeting in 1970, the AHA's five member Board of Commissioners, four elected through Town elections and one appointed by the Governor, oversee the general administration of the Authority by setting policies for staff to implement. The Authority has grown since 1978 when it administered thirty eight subsidized households under the direction of a part-time rental coordinator to where it now subsidizes 319 households under four State housing programs and two Federal housing programs with a staff of four full time and two part time employees. While the Town benefits directly from the Authority's housing programs, none of the Town's property tax revenues are used to sustain the Authority.

The highlight of 2004 was the final completion of the enlargement of Windsor Green's "controversial" parking lot and septic repairs. The additional parking has allowed staff, visitors and residents to once again enjoy the safety of sufficient parking.

2004 presented severe financial challenges as the Authority struggled to resolve a budget shortfall from the Federal Housing and Urban Development (HUD) program. In late September, HUD notified the Authority of their decision to reinstate \$322,314 to Operating Budget. The Authority anticipates 2005 will present additional challenges due to HUD's December 17, 2004 notification to all housing authorities that their annual funding will be a fixed amount based on their spending level for May, June and July of 2004. The funding picture by the State's Department of Housing and Community Development (DHCD) is no better as the budget guidelines use three year old allowed expense caps, instead of true cost projections which will severely undermine the viability of Public Housing.

While balancing all these shortfalls the AHA continues to pride itself on its proactive approach to assist clients to gain their independence. The success achieved by its clients are attributable to a dedicated staff, to the input and guidance of a seven member Family Self Sufficiency (FSS) Program Coordinating Committee (PCC), to the professional support provided by the Massachusetts Department of Mental Health and Eliot Community Mental Health, to the continued community commitment and generosity, and to the support of Town Boards, Town staff and the Acton's Board of Selectmen.

Board of Commissioners

Ken Sghia-Hughes
Joseph Nagle
Jean Schoch
Dennis Sullivan
Bob Whittlesey
Executive Director -
Betty McManus

Program Coordinating Committee

Gail Fields
Deborah Garfield
Carol Lake
Linda Mathinos
Betty McManus

Barbara Smith
Ellen Weinstein
Fran Spayne- FSS Coordinator

PUBLIC HEALTH NURSING_____

The Acton Public Health Nursing Service, a division of the Health Department, has provided services to the Town of Acton since 1923. We are proud to carry on the tradition of providing skilled, personalized services to Acton residents. We continue to provide a full range of home health care services to Acton residents including skilled nursing; physical, occupational and speech therapy; medical social services and home health aide assistance along with the addition of a psychiatric nurse. We are able to bill most insurance companies.

As was true last year, with the national focus on bio-terrorism, the public health nurse has seen a significant increase in the amount of time spent on training and planning in this area. This has been in addition to the increasing rise in reportable communicable diseases, including a case of active TB and several cases of pertussis in the adult as well as school population.

The early shortage of influenza vaccine complicated the distribution of vaccine in the fall. Initially it was limited to people over 65 or with identified respiratory problems. Concern from this issue led to a large increase in telephone inquiries which the Nursing Service responded to. However, as time went on more vaccine was received and eventually distribution was expanded to the standards used in past years. By the end of the flu season several extra flu clinics were held and the concern regarding access to the vaccine was alleviated.

Other public health services offered include blood pressure and cholesterol screenings; a monthly podiatry clinic, and funding an instructor for Smoking Cessation classes in the A-B regional schools. We continue to provide walk-in services at our office on the 2nd floor of Town Hall for adult and childhood vaccinations and blood pressure checks. We encourage people to call before coming to assure availability of a nurse to assist you.

Volunteers and other town departments continue to provide substantial assistance to the Nursing Service. The Friends of Acton Nursing Service (FANS) provide ongoing financial and volunteer support. The Professional Advisory Committee provides guidance by reviewing policies and procedures. The Fire Department provides off-hours paging services. The Council on Aging provides space for us to conduct many of our screening programs as well as monthly health education program series.

In September, Administrator Merrily Evdokimoff left the Service to take a position teaching at Fitchburg State College. Merrily was largely responsible for the fiscal and professional stability of the Nursing Service. She will be greatly missed. At the same time Public Health Nurse Susan Kearns left for a new position in the private market. She also will be missed. In December Janice Logan was appointed as Administrator and shortly thereafter Joelle Darcy was appointed Public Health Nurse. We look forward to working with both of them during the next year. The Acton Public Health Nursing Service is alive and well and looks forward to another 75 years, serving the Town of Acton!

Merrily Evdokimoff, RN, MSN.
Administrator

**Public Health Nursing
Service Statistics
2003**

Home Visits	
Registered Nurse	1743
Home Health Aide	3246
Physical Therapy	1288
Speech Therapy	6
Occupational Therapy	162
Medical Social Work	11
Total Home Visits	6456
Health Promotion Activities	
Cholesterol Screening	27
TB Testing	19
Blood Pressure Checks	630
Podiatry Clinic	205
Influenza Vaccine	1281
Other Vaccinations	201
Office Visits	71

Communicable Disease Follow-up	
Animal Bites	
Dog	6
Cat	1
*Bat	1
Group A Strep	2
Hepatitis	
*A	1
B	16
C	2
Lyme Disease	27
Pertusis (whooping cough)	8
Gastrointestinal Infections:	
Giardia	4
Salmonella	4
Campylobacter	5
E.Coli	5
Other	4
Tuberculosis	1
Total	87

**SEALER OF WEIGHT'S
AND MEASURES**

The Sealer of Weight's and Measures annually checks the accuracy of all weighing and measuring devices used by all retail and wholesale businesses in the conduct of their trade. This includes scale's, gasoline and oil pumps, scanner's yard good's and measuring devices, as well as investigating complaints in the sale of cordwood.

Number of Devices Sealed	
Scale's	113
Gasoline Pumps	199
Bulk Storage	2
Scanner Inspection's	25
Scale's not Sealed	2
Scale's Adjusted	4
Scale's Condemned	0
Pump's not Sealed	0
Pumps Adjusted	16

Mark FitzPatrick
Sealer of Weight's and Measures

VETERANS' GRAVES

The following are the name, branch of service, date of death, and location of interment of the thirteen known United States Veterans interred in the Acton Cemeteries in 2004:

James S. Blackwell	U. S. Navy	WW II	Dec. 15, 2004	Woodlawn
Calvin F. Boston	U. S. Army	Korea	March 14, 2004	Woodlawn
Edward Wilson Bursaw	U. S. Army	WW II	March 17, 2004	Woodlawn
John Thomas Coggins	U.S. Navy	WW II	Jan. 26, 2004	Mount Hope
Russell E. Dow	U. S. Army Air Corps	WW II	Sept. 12, 2004	Woodlawn
Michael Noel Garrity	U.S. Navy	Peacetime	Oct. 21, 2004	Mount Hope
Harold William Herbert	U.S. Navy	WW II	Jan. 30, 2004	Woodlawn
Louis Laroche	U. S. Army	WW II	Dec. 31, 2003	Woodlawn
John E. (Jock) MacLeod	U. S. Army	Peacetime	Jan. 11, 2004	Mount Hope
Maj. Joseph G. Pogue	U. S. Army	WW II; Korea	June 6, 2004	Woodlawn
Edmund Patrick Roche Jr.	U. S. Army	WW II	Nov. 14, 2004	Woodlawn
Richard Thompson	U. S. Army	Korea	Feb. 17, 2004	Mount Hope
Harold A. Torpa	U.S. Navy	Korea	May 30, 2004	Mount Hope

In preparation for Memorial Day, a veteran flag standard, an American flag, and a geranium are placed at the grave of each known U.S. veteran. If this information was omitted on the Burial Permit or Cremation Certificate, we have no way of knowing that your loved one was a veteran unless/ until we receive a Government grave marker. The United States government will provide a bronze or granite veteran's grave marker at no cost to the family, provided that the next-of-kin fills out an application, available from all funeral directors or from the Veteran's Agent, and forwards it to the proper authority.

If you know of a veteran whose grave has not been recognized with a flag and flag standard, please call the cemetery office at 978 - 264 - 9644.

The list of U.S. veterans interred in 2003, which was inadvertently omitted from the Annual Report last year, appears below.

The following United States Veterans were interred in the Acton Cemeteries in 2003:

Carl D. Brooks	U. S. Army	WW II	Nov. 11, 2003	Mount Hope
Edward Milton Cady Sr.	U. S. Army	WW II	Oct. 23, 2003	Mount Hope
Anthony A. Colaluca	U. S. Army	WW II	Nov. 21, 2003	Mount Hope
Robert Van Duyne Campbell	U. S. Navy	WW II	July 1, 2003	Woodlawn
Franklin Hutchinson Charter	U. S. Army Air Corps	WW II	April 5, 2003	Woodlawn
Albert Joseph Connor Jr.	U. S. Army	Korea	Jun. 13, 2003	Woodlawn
John C. Dolan Jr.	U. S. Army	WW II	Jan. 26, 2003	Woodlawn
Clarence G. Frost	U. S. Navy		April. 27, 2003	Woodlawn
Arthur H. Guenard	U. S. Navy	Korea	Jan. 17, 2003	Woodlawn
James Maurice Hamilton	U. S. Air Force	Korea, Vietnam	Dec. 28, 2002	Mount Hope
Peter Frank Lipari	U. S. Air Force	Korea	Nov. 3, 2003	Mount Hope
David E. Matson	U. S. Army	Vietnam	Jan. 6, 2003	Woodlawn
Edwin H. Miller	U. S. Navy	WW II	Feb 25, 2003	Woodlawn
Richard A. Roth	U. S. Navy	Korea	July 14, 2003	Woodlawn

Charles Abbot Tracy
U. S. Army Korea Dec. 8, 2003 Mount Hope

Robert Lee Turley
U. S. Air Force Korea Aug. 22, 2003 Woodlawn

Nicholas A. Veleno
U. S. Army WW II Dec. 13, 2003 Woodlawn

Joseph A. Youngman
U. S. Navy WW II Jan. 11, 2003 Mount Hope

We were unaware that the following gentleman was a U. S. Veteran until we received his government marker this year:

Robert J. Gillis
U. S. Marines Korea June 9, 1992 Woodlawn



Town Houses: Windsor Green, with Some Affordable Units

ACTON PUBLIC SCHOOLS ACTON-BOXBOROUGH REGIONAL SCHOOLS

Education Report

Introduction

The 2003-2004 school year was a year that proved to be bustling with activity. The Acton-Boxborough Regional High School Building Project was the most significant area of change, but the districts also hired new faculty and undertook a wide range of projects in the realm of curriculum and instruction.

Enrollment

The elementary enrollment on October 1, 2003 was 2,553, a decrease of 25 students since the previous October 1. Kindergarten enrollment decreased by 28 students, from 363 to 335. There were no school choice students remaining at the elementary level. The junior high school enrollment increased by 29 students, from 901 to 930 with no school choice students remaining. The high school numbers went from 1,600 to 1,683, an increase of 83; there were six school choice students remaining - a decrease of ten students from the previous year.

Personnel

Staffing changes for the 2003-04 school year were affected by the June 2003 retirement of seven Acton Public and six Acton-Boxborough Regional teachers. Leaves of absence for two ABRSD teachers and three APS teachers were granted, and eight APS and nine AB resignations were received. The eleven ABRSD and fourteen APS fulltime equivalent new teachers who were hired filled these vacancies and additional openings.

Curriculum and Instruction

At the high school in 2003-2004, as the building project progressed, a significant new initiative in technology integration began to transform the way that teachers deliver instruction. As new parts of the building came on line, faculty were assigned new laptop computers, with wireless access to the Internet and e-mail. Each new classroom was equipped with an LCD computer projection device. As a result, for the first time, faculty could walk into a classroom, pull out a laptop, set up the day's lesson on the screen, and then project their materials for students. Technology enhancements also included mobile computing labs and smartboards. Faculty received training in how to employ these new technological tools as they were being brought into the system, and many began employing the tools on a regular

basis right away. A research and development project enabled faculty to develop new technology- integrated lesson plans and materials.

High school faculty also continued their steady progress towards documentation of course curricula. This process has been an opportunity for faculty to determine, and then articulate clearly, what matters most in the courses they teach. Where courses are taught by multiple faculty members, discussions leading to the crafting of course documents have also been a valuable opportunity for faculty to develop shared objectives.

Also at the high school this year, a decision was made regarding how to address the N.E.A.S.C. curriculum and instruction standards. Administrators and faculty shared concerns that working to implement mission-based expectations for student learning and a system of holistic assessment to evaluate students' mastery of those expectations would be extremely time consuming, would generate much paperwork, and would result in relatively little pay-off for student learning. On the other hand, the district was unwilling to give up the high school's accreditation for fear that this would have negative consequences for the school's students.

Ultimately, the decision was made to comply with N.E.A.S.C. standards to a sufficient degree to ensure accreditation. We established department- based expectations for student learning. Eventually, all students will be assessed by department, employing rubrics designed to gauge students' attainment of the expectations. Faculty in each department will share samples of student work and , through discussions about that work, will develop common standards for student work. Field-testing and further implementation of these new departmental rubrics will continue over the next several years.

At RJG Junior High, the arrival of a new principal Craig Hardimon, was the major event of the year. Among Hardimon's projects in his first year was to bring in the New England League of Middle Schools so that RJG could undertake a self-assessment and identify priorities for change and growth over time. Also at RJG in 2003-2004, curriculum documentation work was conducted by the social studies department, by the math and science departments, and by the English department. In response to parent questions about the nature of the RJG social studies curriculum, that department made a series of presentations and held several open forums to describe their program.

In 2003-2004, the elementary school principals decided to focus some of their professional development time internally, upon school-based initiatives. Most schools worked on their literacy programs. A number of faculty, from across all five schools, also participated in a workshop on "differentiated instruction."

This year, two important curriculum development initiatives have been underway in our districts. These projects include a revision of the Health and Wellness curriculum, elementary through the high school, and revision of the History and Social Studies curriculum, grades four through eight.

Revision of our Health and Wellness Curriculum: The districts' health curricula were last revised in 1998. Since that time, the communities' understanding of and attention to health and wellness issues have been strongly influenced by three cycles of compelling Youth Risk Behavior Survey (YRBS) data. Dis-course about YRBS data led to the establishment of the Citizens' Alliance for Youth (CAFY). Over time, review and analysis of YRBS data has also led to important conversations among faculty and staff regarding the nature of our health and wellness educational programming.

This year, not only in the light of the insights provided by YRBS but also in mind of our constrained budgets, we launched a review of our health and wellness curriculum. Our health curriculum is "owned" by a diverse group of educators. Some of the curriculum material is delivered by certified health faculty. Some is delivered by classroom teachers at the elementary grades; some by our physical education staff. Our counselors are involved in delivering the social/ emotional elements of the health curriculum. The DARE officers provide important elements of the health curriculum in the elementary grades, as do our elementary curriculum specialist and consultants who come into the schools to teach about particular topics. At the regional level, elements of the health curriculum are also taught by science faculty.

Therefore, when we convened a K-12 committee to review our health curriculum, we brought together a multi-disciplinary team. This group met throughout the year. During the course of deliberations, we:

- identified pressing concerns raised by the YRBS data - and that had surfaced through disciplinary problems and in the mass media - that ought to be addressed in our health curriculum;
- took stock of the topics addressed and methods employed in our current health curriculum, K-12;
- made decisions about topics that ought to be added to the curriculum;
- identified areas where additional parent education would be helpful; and
- identified where and how these topics can be made part of every student's learning experience in the schools.

Revision of our History and Social Studies Program, grades 4 - 8: The articulation of the essential questions for the unit of study at each grade level is the most important change either already implemented or to be implemented in the near future. From these questions, it is the expectation that students will derive the essential understanding inherent in each unit of study. We have also refined our scope and sequence of study.

Pupil Services

Nursing Services: The school nurses continue to support increasing numbers of students with chronic health conditions, as well as deal with issues of communicable diseases such as Pertussis and Varicella. They stayed involved in a limited capacity with the Framingham Health grant, which remained under-funded due to state budget cuts. The nurses revised and updated the schools' medication administration policy and procedure. They conducted state-mandated vision, hearing, height, weight and postural screenings. The nurses provided ongoing, individualized health teaching to students, staff, and families, as well as community education through Project Wellness. The elementary nurses participated in classroom teaching opportunities, including Human Growth and Development for fifth-grade students, safety and hygiene, scoliosis, and ear anatomy. The nurses at the junior and senior high schools continued work on implementation of the athletic participation form that provides emergency and appropriate medical information about students to their coaches. During Professional Day in March, all the nurses attended a conference titled Mood and Anxiety Disorders and one on Stress Relaxation for School Nurses. The nurses also attended a conference from CASE Collaborative on Legal Issues for School Nurses. For their study group, the nurses reviewed the evaluation process and developed a new evaluation tool that they hope to trial next year. As in previous years, the nurses offered a Flu Clinic for staff members.

Elementary Counseling: Elementary counselors continue to take a leadership role in the Crisis Intervention Team established in each school. They attended a morning refresher course to review the basics of behavioral de-escalation and physical restraint. They also attended a day training on the new Wechsler Intelligence Scale for Children and learned the use of this instrument for determining cognitive discrepancy needed to establish a specific learning disability for children referred. The counselors met every other week to present and discuss such topics as social skills training (generalization and transfer to the classroom), behavior management plans, bully prevention, preschool assessment, and attention deficit hyperactivity disorder (including viewing video tapes by Russell Barkley). One of the counselors compiled a list of community resources, including names of local therapists. Therapists responded to a questionnaire about areas of specialty, which was added to the directory.

Acton Boxborough Counseling: The junior high counseling department worked for the second year on the new caseload assignment, which assigned counselors to students alphabetically instead of by team. The model was successful in many ways, but review of the practice resulted in assigning students to counselors by team for the 2004-2005 school year. Counselors taught an additional section of sexual harassment in the 7th grade. The department continues to work on developing a website for student and parent use.

The high school counseling department was fortunate to have both a full-time and part-time school psychology intern to assist in counseling, assessment, and intervention with students with significant social- emotional and learning needs. The high school implemented a new transcript that included year-end grades only, weighted 5.0 GPA, unweighted 4.0 GPA, and a histogram of the weighted GPA. Counselors continued to respond to questions concerning the new format. The department has felt that sophomore students need more attention around the career exploration process and therefore instituted a career exploration program for sophomores. Counselors met with their 10th-grade students in small groups. Every student was given an account on MyRoad.com, a computerized college and career search program produced by the College Board. Students had an opportunity to learn how to use this web-based program and were encouraged to continue to use it on their own. Finally, a counselor became a career exploration liaison on the career committee. Counselors continued to be involved in the VOICE committee, Best Buddies, and Mentors in Violence Prevention programs.

Special Education and English Language Learners:

Now in its tenth year, the Acton Public Schools Preschool, including both the Integrated Preschool and the Preschool ABA Program, is a well-respected early childhood program option within the community. The interdisciplinary team of early childhood special educators, physical therapists, occupational therapists and speech/ language therapists provides a spectrum of early childhood services to identified students. With the adoption of the Mass DOE Early Childhood Curriculum Standards (Early Learning Guidelines), APS professional staff provided leadership and paraprofessional staff participated in town-wide training for preschool staff. In June 2004, three of the professional staff attended a two-day course on the interface between the Learning Guidelines and creating appropriate IEPs for students with special needs. As a result, staff is in the process of creating an informal assessment tool and will implement its use as a means of evaluating and documenting student development and progress.

Given the increased enrollment of students on the Autism Spectrum, throughout the school year a study group met with focus on the causes of Autism Spectrum Disorders and some of the teaching methodologies in place. Participants included staff PK-3 from both regular and special education. The sessions were well attended and very well received.

Use of digital cameras/ photography for instruction and documentation is used in an ongoing manner in all preschool classes at this point. Photos are used to document progress through inclusion in student portfolios, and others are given to families as a means of sharing progress and daily events. This is particularly helpful for students who demonstrate delayed/ immature speech/ language development. Staff in the ABA program has initiated use of video to document student skill acquisition. It is also used as a training tool for staff through documentation of the consistency of instruction across staff.

The Acton Public Schools Special Education Department staff (K-6), consisting of special educators, speech/ language specialists, occupational therapists and physical therapists, is a cohesive group of talented and dedicated specialists. Educational and therapeutic disciplines communicated regularly. Student TEAMS provided highly- effective services to approximately 325 kindergarten through grade six students in the Acton Public Schools. Staff communicate well with regular education teachers and with parents. Each department developed long-range goals that supported the Acton Public School District goals.

Staff participated in many professional development opportunities. Through a Massachusetts Department of Education Professional Development Grant, the Special Education Department offered a variety of training programs in reading and written language service delivery, speech and language, social emotional areas, behavior training and strategy instruction. New speech and language specialists received specific training in phonemic awareness, an integral part of successful reading skill development. Speech and language specialists have also received training in a teaching technique to enhance organization and memory functions: Visualizing and Verbalizing. All special educators have now been trained in Orton-Gillingham, a phonics program, Project READ and updated disability testing.

Speech and language specialists and special educators were presented with extensive training information in new special education regulations and have begun to analyze entry criteria, goals and recommended amounts of service for students within each area of disability. Motor specialists have identified strategies and techniques that are to be used with all primary students with motor and visual-perceptual handicaps. The APS English As a Second Language staff member attended trainings on new assessments and regulations.

Further professional development occurred within the APS system. Speech and language specialists met monthly to discuss current issues within their field. The Special Education Department offered to teachers and specialists a series of trainings on Attention Deficit Disorder. All special education assistants received training on behavior interventions. The ESL teacher also provided a half-day inservice training for teachers so that they might be able to better assist students in accessing the curriculum.

Acton Boxborough Special Education/ Speech and Language/ Academic Support Centers: The Acton-Boxborough Regional Special Education Department continues to provide current, highly-effective services within their well-defined programs. Maintaining a strong professional development program for staff is crucial to maintaining this level of a strong professional development program for staff is crucial to maintaining this level of programmatic excellence. In this regard, all specialists have increased their repertoire of strategies and interventions to remediate reading, writing, and math disabilities through professional workshops such as Visualizing and Verbalizing, Project

Read, and updated cognitive and achievement testing. While additional training has provided some new interventions in anger and behavior management, and cultural/ racial sensitivity, this is an area where specialists are looking for new opportunities. Additionally, all special education assistants participated in multiple inservice trainings during the school year, addressing topics such as providing support to students and teachers within the mainstream classroom, understanding disabilities and related accommodations, and teaching strategies for improved study and organizational skill building.

The Academic Support Center teachers at both the junior high and senior high schools continue to meet bi-monthly to discuss and respond to new assessments and regulations pertaining to the district's English Language Learner student population. Through collaborative discussions, it is apparent that the ELL student population changes frequently and that regular adjustments are needed to provide a supportive and specialized learning environment. An established database continues to be used to provide monthly reporting of ELL student numbers.

As federal NCLB requirements are considered, regular education Academic Support Center teachers and counselors continue to coordinate procedures for disseminating school information in the native languages of each ELL family and continue to develop public relations efforts for reaching out to our international families. The comprehensive guide for classroom teachers developed during the summer, 2004 has been updated and reflects new federal and state guidelines.

Finally, continued collaboration between special and regular education staff continues. Test-taking procedures ensure the integrity of test taking at the high school while ensuring that special education students receive all necessary accommodations. Regular discussions occur regarding small group curricular classes, ensuring that all specialists teaching such classes possess current training within their teaching area. The special education administration works closely with building administrators to designate appropriate MCAS personnel who monitor the coordination of MCAS tasks pertaining to the district's special education population. Of paramount importance is to ensure that special education students receive their required accommodations as per the IEP during the MCAS testing process. Through the provision of regular staff meetings and trainings, IEPs carefully reflect necessary accommodations consistent with MCAS requirements.

Acton Public Schools

Each of the five elementary schools - Conant, Douglas, Gates, McCarthy-Towne, and Merriam - has the following in common.

- Each has a School Council, as required by the Educational Reform Act of 1993.

- Vital parent involvement plays an active role in the life of each school. These parents sponsored numerous assembly programs that enriched their school's cultural and aesthetic life with musicians, storytellers, and other performers. They raised funds for school-wide projects; provided volunteers for many in- and out-of-class activities, tasks, and services; staffed the "Safe Arrival" hotlines; and also sponsored school newsletters and other activities.
- A number of whole-school events, such as orientation programs for kindergarten parents and children as the school year begins, back-to-school-night open houses in the fall, and a Memorial Day Program in the spring, take place.
- Students use computers and technology in various ways - to supplement the writing/ composing process, to enrich or extend learning experiences in each curricular area, to strengthen the learning of concepts and practice of skills via the Internet.
- The faculty participates in professional development through one or more of these activities: pursuit of formal course work; involvement in system wide curriculum and instruction review and improvement projects; participation in the district-wide Professional Development Day; and attendance at professional conferences and workshops. In addition, many teachers worked with student teachers. Through their actions, every year the faculty shows that they are truly committed to the concept of being life-long learners.
- Each school has a reception or event to celebrate and honor the parents and volunteers who assist them during the school year.

Language Arts: Individual schools developed professional development programs in reading and English Language Arts. There were no system-wide initiatives during the 2003-2004 school year.

Math: The Conant School formed a task force to review the entire math program, K-6. The task force will make recommendations during the 2004-2005 school year. During the 2003-2004 school year, several Conant teachers piloted the Singapore Math Program with the support of the MA department of Education. McCarthy-Towne School completed their math curriculum review and implemented the revised program. There were no system-wide initiatives during this year.

Health: A review of our Health program from K-12 was initiated with a task force that reviewed the results of the Youth Risk Behavior Survey. Recommended changes were published in the Lamplighter in the summer, 2004 edition. It was recognized

that bullying continues in Acton and that we need to address this through classroom activities and literature. We continue to offer for some classes special health education programs on bullying and drug abuse prevention strategies. The consultant is funded with a state/ federal Safe and Drug-Free Schools grant.

Social Studies: A system-wide review of the History/ Social Studies curriculum was completed, with particular emphasis on grades 3-10. A series of meetings was held and recommendations made for a number of programmatic changes. Additional work was done in the summer of 2004 to organize the new study of Ancient India. Funds were used to purchase textbooks for the sixth-grade program of study in Ancient Civilization for all schools. (Existing textbooks at Conant School were outdated and were replaced; other schools had no textbooks.) Some materials were purchased to support a new curriculum initiative in grade 4 (North American Geography), but more funding is needed to get an adequate supply of books for each classroom.

In Grade 5 a program on teaching about local government and town meeting procedures was initiated with the support of the Acton League of Women Voters. This project led to funding from the Federal "Learn and Serve America Corporation Living Democracy Program" (see below). A two-day summer workshop for fifth-grade teachers on service learning was conducted in August with grant funding.

Science: New science programs were piloted in grades 2 and 5 and adopted by the faculty. Funding was available to purchase new materials for each school. Recommended changes for grade 6 were developed in after-school meetings and in the summer. Funding for implementing the Grade 6 program revision has come from a variety of sources, including parent donations.

The Outdoor Classroom Initiative at the Damon Building continues with the goal of developing an outdoor learning environment in the required detention basin between the new Parker Damon Building and the old Merriam School. Additional funding was received from the Acton-Boxborough Rotary Club and several Eagle Scouts. Nature Walk programs continue at Conant, Douglas and Gates schools with the support of parent volunteers, the Town of Acton, and the Acton water District.

With the support of the business community and the School-to-Career Liaison, partnership programs continue in all classrooms at grades 3 and 5. Partners are selected for each school to support the science curriculum at grades 3 and 5. Partnerships included classroom visits by engineers, architects and business people who use electricity and/ or technical design in their daily work. For some partnerships, field trips are provided at no cost to the schools.

Grants: The Acton Public Schools received an \$11,000 grant from the Department of Education (federal Learn and Serve America funding) for a Community Service Learning initiative

called "Living Democracy." This was the first year of a three-year grant to support the development of civics-related service learning through professional development and service-related classroom and community-based activities.

ACTON-BOXBOROUGH REGIONAL SCHOOLS

R J Grey Junior High School

R. J. Grey began the 2003-2004 school year with 930 students, 472 in the seventh grade and 458 in the eighth grade on October 1. This was an increase of 29 students over the enrollment for October 1, 2002. The opening of school marked the beginning of a new administration with principal, Craig Hardimon.

At R. J. Grey, all students are divided into teams. Teaming is the ideal format through which we can deliver those programs and values we most believe in, as expressed in our Statement of Purpose; e.g., meeting the needs of the adolescent, maintaining curricular quality and interdisciplinary opportunities, and creating a sense of community. We are grateful to the Acton community for the passage of the override and the school budgets in April 2003, which allowed us to keep the teaming structure in place for the 2003-2004 school year. We maintained our fifth team in seventh grade for a second consecutive year. Having smaller teams in the seventh grade allows for a better transition for the sixth-grade students as they move up to the junior high. Each seventh-grade team had approximately 95 students and five teachers (English, social studies, math, science, and Spanish and/ or French.) In grade eight, we had four teams, each with about 115 students and five teachers (math, science, English, social studies, and one of the four "exploratory" subjects that rotated each quarter of the year). World Language teachers are "off-team" in grade eight. Teachers plan integrated curricular activities, which help students see the relationships between the various subjects. Teaming allows teachers to get to know students very well and gives common planning time to support these students. Time is scheduled that allows parents / guardians to meet with all team teachers at once to get the whole picture of their child's progress. Teaming also breaks a big school into smaller units, which makes the school less intimidating than being one student out of 930.

All students take English, social studies, math, science, and physical education/ health. The curriculum demonstrates the core values of reading (the English program is literature-based), writing (although skills are primarily taught in English, the other academic subjects have adopted the "Writing Across the Curriculum" approach, which provides students with a more consistent writing approach), math (with the added skill development of reading mathematical language), and our physical (science) and cultural (social studies) world. Most of our students not exempted by a Special Education Individual Educational Plan take a world language, with twice as many taking Spanish as French. Seventh graders participate in an "exploratory program" that consists

of Information Skills, Art, Music and Minuteman 7th Grade Technology Lab, each of which meets every other day for half of the year. Exploratory courses for the eighth graders are Art, Minuteman 8th Grade Engineering Lab, Life Skills/ Health, and Study Skills; these classes are a quarter long.

In addition to the core curriculum, students could also choose an elective that met every other day. Elective classes offered were acting, basic and advanced guitar, basic drawing, drawing and painting, chess, hand crafts, Internet information skills, library aides, peer tutoring & peer mentoring, book club, performance art, technical design projects, web page design, and yearbook.

Learning and connecting with members of the R. J. Grey community took place for many students through our extracurricular activities. The interscholastic athletic program included teams in cross country, soccer, field hockey, basketball, softball, track, and baseball. All participants on these teams paid an activity fee, which helped to support these programs. The intramural program was available to all students, meeting either before or after school. These intramurals included floor hockey, basketball, lacrosse, and strength training. Other after-school activities included Art Club, Adopt-a- Grandparent, Jazz Band, Select Choir, String Ensemble, Chess/ Board Games Club, Robotics, and the AB Blueprint (school literary publication). The school play, "Pirates of the Penzance," involved over 150 students and 125 parents. We had several firsts for our extracurricular activities. Two new clubs were started: the Junior High Speech and Debate Team and Amnesty International. RJ Grey held its first annual Spelling Bee, and the winner represented our school at the Lowell Sun's 64th Annual Northern Middlesex Spelling Bee. Our student came in second place at the regional spelling bee. The inaugural RJG Virtual Art Show, which was linked to our website, showcased work from the two art classes, the art club, and staff.

Another way students connected with each other was through involvement in the Student Council. This group helped to plan school-wide activities, dances, and service learning projects. The Student Council raised money for Partners in Health Organization. A major focus of Student Council this year was becoming more aware of and addressing bullying and teasing issues in school. Several students attended the "Let's Get Real" video premiere and presented the information to our staff. As part of their presentation to the staff, they conducted a survey of students regarding bullying and teasing behavior in our school.

In addition to our annual community service learning projects, such as the Coat Drive, Walk to the West Acton Food Pantry, and collecting for Toys for Tots, teams found new programs to support. Among these were eighth-grade students teaching science to students at Douglas Elementary School, collecting small household goods for the Acton Household Goods Recycling Project, and visiting local community service agencies, such as Life Care Center of Acton. The Principal Student Advisory

Board was created; several students from Student Council served on this board.

In the spring of 2004, eighth-grade students participated in the Youth Risk Behavior Survey, along with other surrounding communities. In our continued effort to address all of the needs of students and parents/ guardians, we held our third annual Project Wellness Day. This event brought seventh-grade students and adult family members together at Merrimack College on March 10, 2004 to learn more and better ways to communicate with each other about difficult issues and sensitive topics, ranging from time management to drug use to relationships. Approximately 1,000 students, family members, and staff participated in this event. We also cosponsored for the third consecutive year the parent evening, "Recognizing Adolescent Depression and Anxiety," with the RPTSO, CAFY and NAMI-Mass. The counseling department facilitated classroom-wide sessions in the seventh grade addressing respect, harassment, and bullying behavior.

Other special events during the school year included the Problem Solving Contest, Student Variety Show, Halloween Dress-up Day, Blue and Gold Day (school spirit day), World Language Week, a weekend ski trip to Waterville Valley, school-wide end-of-the-year field trip to Canobie Lake Park, the Thanksgiving Assembly, and the Student Recognition Assembly.

Throughout the school year, several groups met regularly to look at the future of R. J. Grey and to consider ways we can continue to meet the academic needs of our students. The entire staff, as well as a committee of department leaders and staff representatives, continued to look at the parts of the program that are highly valued in order to preserve them, and also looked at ways to enhance the learning opportunities of all students. The English and Social Studies Departments published their curriculum outlines, objectives, and goals, so families would have access to the material focused on in these classes. As a school, we participated in a self-assessment through the New England League of Middle Schools (NELMS) - to explore our identity as a junior high, middle school, or a hybrid and to make recommendations on ways to improve our school. Students, parents, and staff completed questionnaires, and interviews were conducted with students, parents, school committee members, and all faculty and staff. The NELMS committee identified several strengths of our building, including our highly-knowledgeable and caring staff, the challenging curriculum, and the well-rounded education that we provide to our students. They made suggestions regarding improving our interdisciplinary work, installing more technology in the classrooms, and investigating a student advisory program.

The School Council, consisting of five parents, one community person-at-large, four staff members, four students, and the principal, addressed a wide variety of issues and made recommendations to the administration, which were very helpful. The Student Council continued to have a strong voice in the development of the school and the overall school climate. An

active P.T.S.O. organization (for families in grades seven through twelve) planned, organized, and assisted with many events at R. J. Grey. Parents/ guardians were invited to attend monthly noontime informational meetings with both the RJG and ABRHS principals, who presented reports and answered questions. The P.T.S.O. also sponsored evening programs designed to provide information about the schools. In addition, the P.T.S.O. Newsletter, Shades of Grey, and the P.T.S.O. e-mail list helped us to better communicate with families about our school. Our principal also began his weekly email newsletter to parents, "Grey Matters," and monthly "Drop-In" hours to facilitate more communication between home and school.

In October 2004, R. J. Grey (as well as the high school and elementary schools) received the results of the state-mandated MCAS (Massachusetts Comprehensive Assessment System) tests from the previous spring. We continue to be proud that our students' scores compared favorably with the top-performing schools in the state. This is a result of the high quality of teachers and teaching, an excellent curriculum, fine students, and the supportive families who make education a priority for their children.

At the end of the 2003-2004 school year, several veteran staff members retired after many years of service to our school. Our retirees were Joyce Norton, Dennis Brett, Lorraine Blacker, Carla Brock Meier, and Nancy Nizel. These professionals devoted decades to our school community and touched the lives of several hundred students and families. We thank them for their many years of leadership, support, and dedication to the students of R. J. Grey Junior High.

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

Post Secondary Education: The ABRHS Class of 2004 was comprised of 391 students; of these 87% will enroll at four-year schools, while 4% will continue their education at two-year colleges and technical schools. Consistent with the national trend and with that of previous AB classes, 159 seniors (46% of those applying) submitted Early Decision or Early Action applications.

Standardized Test Results: Average SAT scores for 2004 seniors again exceeded those of state and national populations. This is significant since 99% of AB students took the SATs, compared to the state average of 82% and the national average of 48%. Our average combined score for the SATs was 1242, which is 216 points higher than the average combined Massachusetts score of 1026.

National Merit Scholarship Corporation: Eighteen members of the Class of 2004 achieved semi-finalist recognitions; 52 others received letters of commendation.

National Honor Society: There were 122 members of the class of 2004 that were inducted in the NHS.

National World Language Honor Societies: In 2004, thirty-four ABRHS students qualified for membership in local chapters of the National French and Spanish Honor Societies.

National, Regional, and State World Language Competitions: One ABRHS student placed nationally in 2004 in the National Spanish Examination; fifty-seven students placed statewide. Fifty-seven students placed both nationally and at the chapter level in the National French Contest. Eight students placed at the cum laude level or better in the National Latin Examination. One student was a winner in the Medusa Mythology Exam.

World Language Achievement Awards and Leadership Award: Thirty-three students of Spanish, French and Latin were recipients of the World Language Achievement Awards. These students achieved the highest average in their language classes for the year, and they represented all of the levels that are taught in the department. Shirley Huang was the recipient of the Leadership Award. Jonathan Borg received the Excellence in Latin Award; Elizabeth Reuman, Excellence in Spanish; and Lisa Song, Excellence in French.

Academic Decathlon Team: In its 16th year of competition, this team of nine regulars and twenty alternates placed first in the Massachusetts State Championship, which was held in March 2004. A total of 48 Massachusetts high schools competed. In addition, the team placed 4th overall (the best performance in AB school history) at the U. S. National Championship held in April 2004 in Boise, Idaho. The team also placed 3rd in the nation in the Superquiz event (which required expert knowledge on the Louis and Clark Expedition) at the National Meet. English teacher Andrew Crick coached the team.

Mathematics Team: In the 2003-2004 season, ABRHS finished in third place in the Massachusetts Mathematics League and then finished first place in New England among large schools at the New England Math League Competition in May 2004. Seven students from ABRHS were finalists on the state Mathematics Olympiad examination: Andrew Kuo, Renato Montenegro, Adam Merberg, Sean Sullivan, Alex Trubitsyn, Song Wang and Susan Yao. Sixteen students from ABRHS were finalists on the National Math Competitions exam: Adam Merberg, Sean Sullivan, Song Wang, Renato Montenegro, Vaishal Patel, Alden Gassert, Alex Liu, Nikhil Pradhan, Andrew Kuo, Alex Trubitsyn, Alex Crew, Jon Eisenberg, Jimmy Shi, Damian Ankukiewicz, Jacob Kushkuley, Ashwin Suresh.

Speech and Debate: The ABRHS Speech and Debate Team had 120 members throughout the 2003-2004 school year. Students competed in twenty-one novice and varsity events, ranging from model congress to poetry reading. ABRHS was the only public school that placed in every state-sanctioned tournament, placing in the top three on eight occasions, a record for a public school. The ABRHS team qualified the maximum 32 competitors to the Massachusetts Forensics League State Championships and

produced two individual champions; Ben Brooks and Andrew Warnock. Nine competitors qualified to represent Massachusetts at the National Championships in Boston. Brendan Jarboe reached the semifinals in his event, and Josh Isaacs placed sixth in the nation in his event.

Athletics: During the 2003-04 school year, participation in athletics grew to a level exceeding 1,500 students in grades 7-12. In the fall season, our Girls Swim team ranked second in their sectional and state meets. Our Football team finished with a record of 13-0, winning the Dual County League Championship for an 11th consecutive year, and won another Division II Super Bowl, the third in a row. Our Golf, boys Soccer, Girls Soccer and Field Hockey teams all qualified for M.I.A.A. post-season play.

In the winter, many of our teams enjoyed successful seasons and qualified for tournament participation. The Boys and Girls Basketball teams qualified for tournament play, with the boys being Divisional finalist. Alpine Ski also participated in the State Championship Race.

As in the previous seasons, the spring was also a successful time for our teams. Our Softball, Baseball, Girls Lacrosse, and Boys Tennis programs all extended their seasons in post-league play. The Girls Lacrosse team won the DCL championship in 2003. Numerous girls and boys qualified individually for the State meet in track and field.

Proscenium Circus: Proscenium Circus continues to grow in its membership and productions each year. In 2003-2004 the students displayed remarkable talent and energy in nine productions! Students participated in productions in a number of ways: sound, lighting, set construction, stage management, publicity, ticket sales and, of course, stage performance. Over 100 students participated in the performance of Romeo and Juliet, set on a college campus in the turbulent year of 1968, directed by Stephanie Hoban, the PC advisor. That production was followed by a wonderful student-directed production of Falsettos in the new little theater. The musical, My Favorite Year, was another winning show by the great team of Linda Potter and Jeannie Furlan. Genevieve Hammond, a first-time director, produced The Fifteen Minute Hamlet for performers and audiences. In the spring, Proscenium Circus added a new show designed to showcase the high-caliber acting talent of AB, and the year's spring show, Big Love, did just that with amazing performances by a bevy of departing seniors. Finally, the year of performances ended with the student-directed class play competition, which is always fun and popular and this year was won by the freshmen class play in a great upset of the status quo with its play, A Simple Task.

Performing Arts: The performing arts department continued its outreach and service to the community. Performances at the Memorial Day Parade, West Acton's Oktoberfest, and numerous senior gatherings are a few. We had fifteen students selected to perform in the concert band, chorus, and orchestra at

the MMEA Northeast Senior District Festival, which was held in January; seven of these earned an All-State recommendation. Our Madrigal Singers performed a Madrigal Dinner for the community in which they performed a Renaissance-style dinner theater. A trip to New York City, where the band marched in the St. Patrick's Day Parade, was an outstanding experience for our band members.

Peer Leadership Program: Peer Leadership had another very successful year with over forty students, a number that has increased as the scope of peer leadership has evolved. The peer leaders facilitated an alcohol/ drug awareness program in Acton's elementary schools, led social development programs at R. J. Grey Junior High, and engaged in smoking awareness programs.

The School Newspaper: The Spectrum includes articles and photography of interest to the ABRHS community. Staff members and editors work in a variety of capacities, including writing, photography, layout, copy editing and advertisement sales. The Spectrum had a staff of fifty students and published five issues. For the second year in a row, the paper received an award for Excellence in Sportswriting from Suffolk University.

The Literary Magazine: Each year the Student Literary Magazine produces and publishes two issues of a collection of student writing and artwork. To generate submissions, a contest is held prior to each issue with separate categories for artwork, poetry, and short stories. The winners in each category receive twenty-five dollars in prize money; the magazine is available at no cost at the office and in the library.

Idiosyncrasy: The high school cultural magazine, Idiosyncrasy, began three years ago when a group of enthusiastic students approached Mr. Kavanagh with the idea; since then, the magazine has put out many issues focusing on such regions as the Middle East and Polynesia/ Micronesia. This year we decided to make several changes to the magazine to make it more relevant and appealing. For instance, each issue of Idiosyncrasy is now based on a theme instead of a region. Our first issue, "Pirates," will come out the first week of January.

Student Internship Program: Fourteen juniors and seniors participated in the program. Each student was assigned to a staff member within the Town Hall or the school system. Several worked with state legislators.

Harvard Model Congress: Ten juniors represented ABRHS at this four-day government simulation. The Acton League of Women Voters generously underwrote their participation.

Girls State: Two juniors, Ari Gimbel and Jessica Myers, attended with the support of the Maynard Emblem Club.

Career Exploration Activities: Beginning in November, approximately 150 students made one-day job-shadowing visits to a variety of work sites. This program owes its success to the participation of parents and local businesses, some of which also sponsor a Job Shadowing Kick-off Breakfast in November. At three Career Breakfasts during the year, career speakers talked to groups of students interested in their fields of work. About thirty members of the senior class completed three-week full-time internships at the end of the school year. Other career exploration activities include the Senior Seminar course, the work study program, a new website listing employment opportunities for high school students, and workshops on resume writing and searching for jobs and internships.

Senior Community Service Day: On April 30, the class of 2004 spent the day working on volunteer projects in and around Acton and Boxborough. Before the seniors began their projects, they were served breakfast at the school by the faculty and administration. This was the tenth year that the senior class has organized a Senior Community Service Day.

Community Service Activities: The school's "Accept the Challenge Program" encourages every student to become involved in some way in volunteer activities, either during the school year, during the summer, or both. Inspired by Senior Community Service Day, the freshman, sophomore and junior classes sponsored class volunteer projects during the school year. The school held its fourth Community Service Awards night on January 19, 2004, at which over 360 students received recognition for their volunteer efforts. In addition, ABRHS received a Community Service Learning grant (through the Massachusetts Department of Education) that funded curriculum-based service projects and professional development for staff.

The Performing Arts

Many exciting events took place throughout our elementary schools. In addition to their weekly music learning experiences in the classroom, each of our schools held a number of class plays/ musicals and choral/ band concerts. The elementary school bands came together to march in Acton's Memorial Day Parade. This has become a wonderful tradition for our band program, beginning in grade 5. The band program also finished the year with a townwide band concert combining the five elementary school bands. The 300+ students involved were a sight to see and hear!

At the R. J. Grey Junior High School, thirteen students were selected to perform in the concert band, orchestra or chorus at the MMEA Northeast Junior District Music Festival held in March. The Band and the Chorus performed winter and spring concerts, displaying their improving musicianship, and did a great job providing support and building esprit de corps at school assemblies. The students of R. J. Grey performed a musical, "Pirates of Penzance," to sold-out audiences for five consecutive performances.

At the Acton-Boxborough Regional High School, our Band and Chorus continued to reach out to our communities as they performed at numerous events, including West Acton's Oktoberfest, Mt. Calvary's Senior Luncheon, the Acton Council on Aging, and the Acton Memorial Day Parade. Proscenium Circus's presentation of "My Favorite Year" continued the fine tradition of outstanding musicals they have presented in past years. We had fifteen students selected to perform in the concert band, chorus and orchestra at the MMEA Northeast Senior District Music Festival held in January; seven of these students earned All-State recommendations. The band traveled to New York City where they marched in the nationally televised St. Patrick's Day Parade.

The Visual Arts

In the ongoing process of curriculum articulation and review, the art staff has now completed curriculum documentation for grades K through 12. All K-12 art courses are aligned with Massachusetts Visual Arts Frameworks Standards.

Throughout the school year, student efforts and accomplishments in the Visual Arts program were exhibited in each of the systems' seven schools and the Administrative Building Conference Room, as well as in off-site settings. Student artwork appeared in various school newsletters, and a kindergarten student's drawing graced the cover of the Kindergarten Handbook.

In the highly-competitive Boston Globe Scholastic Art Awards, 16 ABRHS students received a total of twenty state-level awards. These awards included: one \$1,000 Boston Globe Scholarship, one American Visions Award, four Gold Key Awards, four Portfolio Nominations, two Silver Key Awards, six Honorable Mention Awards. The student work was exhibited at the State Transportation Building in Boston during January and February, and award-winning students were recognized at an awards ceremony at Hancock Hall in Boston. Student work receiving American Vision, Portfolio and Gold Key Awards was sent to New York for the National Scholastics judging. One ABRHS student won a Portfolio Silver Award at the national level. Two art teachers and three high school students assisted teams of judges during the day-long Scholastics judging process held at the State Transportation Building. The AB Visual Arts Director serves on the Scholastics Advisory Board.

Two high school students were among 140 high school juniors, across the state, selected to participate in Art All-State at the Worcester Art Museum in May. Art All-State is a week-end-long program for high school art students to work with their peers and practicing artists. Each district is limited to two student applicants. Selection is based upon slides of student work, a written application and an interview with a team of art educators. The APS/AB Visual Arts Director is among those art educators serving on student interview panels.

Students in the Art History and Junior/ Senior Portfolio classes at the high school traveled by bus to visit the Metropolitan Museum of Art and the Guggenheim Museum in New York City. Visits to these two museums supported units of study in the Art History and Junior/ Senior Portfolio courses. The field trip was organized by the three high school art teachers.

One AB art student received an Honorable Mention in the national photography competition sponsored by Nikon. An AB graduate, who also graduated from the Rhode Island School of Design, returned to AB in the role of visiting artist to work with students in the Advanced Photography classes.

Students in the high school Junior/ Senior Portfolio class prepared and exhibited their work in a show at the Continental Café Gallery in West Acton.

Seventh- and eighth-grade students at R. J. Grey had the opportunity to participate in an after-school art club that met once a week. Eighth-grade students made two field trips to the Museum of Fine Arts in Boston to support units of study in the art and social studies curricula. A Virtual Art Show, highlighting artwork from both seventh- and eighth-grade students, was posted on the RJG website in May. An opening reception was held for students, parents and teachers in the Card Library at RJG. One junior high art teacher exhibited a series of paintings in a show of graduate students' Masters thesis work at Fitchburg State College in June.

During March, Acton and Acton-Boxborough student artwork was included in the annual Youth Art Month Show at the Worcester Art Museum and at the Youth Art Month Show at the State Transportation Building in Boston. Over fifty student works were included at the Worcester site and nineteen at the Boston site. The Conant, Douglas, Gates, and Merriam Schools, as well as RJ Grey Junior High and Acton-Boxborough Regional High School, were represented in these shows.

Elementary student artwork from Conant, Douglas, Gates, McCarthy-Towne, and Merriam was exhibited in two off-site shows; the first at the Continental Café Gallery, an exhibit of printmaking; the other at the Acton Memorial Library, a collection of collage works on paper.

Two elementary art teachers made presentations at the Massachusetts Art Education Fall Conference in Hyannis. Three elementary art teachers ran a series of professional development Visual Arts workshops for classroom teachers.

Technology

During the 2003-2004 school year Priscilla Kotyk, Director of Technology Integration and Instruction, and Steve Hall, Director of Information Technology, collaborated to create a cohesive technology department that addressed integration support and technical support.

In the fall the new high school west wing opened. This wing provides teachers and students with new technology for enhanced teaching and learning environments. The new technology introduced in the building project includes:

- fully switched network with gigabit backbone.
- wireless connectivity,
- cross-platform file sharing
- improved server infrastructure,
- network and server management systems,
- multimedia classrooms (ceiling-mounted video projector connected to laptop/ desktop computer and DVD-VCR combo unit),
- laptop computers for teachers,
- wireless laptop mobile labs for students,
- new Cisco Academy/ CAD computer lab.

Midway through the school year the renovated east wing will open. The east wing will house the new digital language labs.

High school teachers attended technology training during the summer and throughout the school year in order to learn how to fully utilize the new technology available to them.

At the junior high school, a technology committee was formed to set goals for technology integration. Teachers were surveyed about classroom technology and access to computer labs. Based on the survey results, the technology committee made recommendation to the administration for technology purchases that will enhance the teaching and learning environment. One purchase was a rolling cart for each team that securely housed a video projector, speakers, and DVD/VCR combo unit. Teachers may reserve the computer lab or the wireless mobile laptop lab to do projects with their students.

At the elementary level, the technology integration specialist position was cut from the budget; nevertheless, the principals established a technology integration goal for students in grades 3-6. The school committee requested an APS technology integration report, which was submitted to the school committee in July. An excerpt of the report follows:

"The '03-'04 technology integration goal provided APS teachers with a clear expectation for addressing several student technology benchmarks. Classroom teachers in collaboration with colleagues had the responsibility for implementing this goal. This report assesses the progress made towards accomplishing this goal and paints a picture of technology integration in our schools. K-2 teachers, though not actively involved in the integration goal, shared their perceptions of technology integration in the primary grades."

The following statements are highlights of the data collection:

- Teachers value technology integration.
- Curriculum projects using technology enhance the learning environment.
- Student technology benchmarks are being addressed.
- K-2 teachers believe technology is appropriate and necessary in the primary grades.
- The principals' perspective resonates with teachers' perspective.

The following barriers prevent teachers from doing more with technology:

- lack of access to technology tools for instruction,
- insufficient student access to technology,
- lack of technology integration support,
- outdated equipment.

The following recommendations address the technology integration barriers:

- Provide teachers with effective instructional stations.
- Provide buildings with classroom sets of workstations.
- Provide teachers with building-based technology integration support.
- Continue the Technology Mentor Program.
- Provide wireless infrastructure to support mobility.
- Increase technical support as needed.

Finally the School Committee needs to seriously consider the issue of parity. If we are serious about assuring student mastery of the technology benchmarks, we need to find a different approach to funding technology.

Summer School

The Acton-Boxborough Summer School runs a four-week elementary and six-week secondary program for students of Acton, Boxborough and the surrounding communities. Classes during the summer of 2004 returned to the high school after a one-year relocation to the Parker Damon Building. The program is entirely self-supporting and offers a broad range of courses. While many students take courses for remedial purposes, more than 50% of the classes are elected for enrichment purposes. In 2004, a record number of 494 students attended the Summer School, with 25% of the total enrollment from over forty other school districts. Director Bruce Oetinger, who oversees a staff of fifteen certified teachers and seven aides, runs the program.

K-6 courses: Reading, Mathematics, Language Arts (Writing Skills)

7-12 courses: Pre-Algebra, Elementary Algebra Part I SP, Algebra 1 CP, Algebra I AE, Geometry CP, SAT I and II Math

Review, Junior High English, English 9/10, English 11/12, Writing Skills, Creative Writing, SAT I and II English Review, Biology, Chemistry, French I, French II, Spanish I, Spanish II, U. S. History, World History, and Physical Education.

Office of Development

The Acton Public and the Acton-Boxborough Regional School Districts, together with their many partners, have been responsible for the creation of highly-entrepreneurial achievements in curriculum and instruction, community education, professional development, services for children with special needs, and school-to-career initiatives - to name only a few. They have also established strong and supportive partnerships of trust with the greater learning community - businesses, higher education, social service agencies, museums, chambers of commerce, and other public school districts, as well as parents and students. It is, therefore, a central goal of the Office of Development to create a seamless alliance among the many constituencies in the learning community. In doing so, a new synergy is generated and thus becomes the basis upon which supplemental funding is procured.

Grantsmanship: In response to the growing need to seek alternative and supplemental funding, grantsmanship activities continue to grow within the Office of Development and our individual schools. The Grant Writer's responsibilities include the establishment and development of new relationships with individuals, private businesses, foundations and corporations, as well as state and federal government agencies, which may become potential sources of supplemental funds.

Community Education

The Community Education office is located in the Administration building, 15 Charter Road, Acton. Its staff organizes, staffs and directs the following programs and activities.

Day and Evening Classes: More than 1,200 classes are offered yearly for children, teens and adults. Classes and other programs are listed in INTERACTION, the Community Education catalog that is mailed four times a year to over 21,000 area homes. More than 12,000 persons enroll in classes each year.

Extended Day Program: Serving 225 Acton Families and 80 Boxborough families, Extended Day offers quality before- and after-school care for children in grades K-6.

Preschool Program: Located at the Acton-Boxborough Regional High School, the Community Education Child Development Preschool is the laboratory for the Child Development course. Completely funded and staffed by Community Education, the Child Development/ Preschool course awards seven credits toward graduation. Preschool has a total enrollment of 49 (22 three-year-olds on Tuesday and Thursday; 27 four-year-olds on Monday, Wednesday and Friday).

All-Day Kindergarten Program: Community Education administers the business affairs of the all-day kindergarten program at Douglas, Conant, Gates, McCarthy-Towne and Merriam Schools.

Summer Day Program: Located at the Administration Building, this program offers three two-week sessions of summer activities to more than 300 children in grades 1-6. Also provided is a Preschool summer program for four- and five-year-olds, vacation programs (offering enrichment activities and day care during school vacations), and many short sport clinics.

Youth Basketball League: Offering 12 weeks of coaching, practice and league play to more than 1,000 boys and girls in grades 3 and up, the league is staffed with more than 100 paid and volunteer coaches, timers, and referees. Community Education runs clinics for referees at no charge.

Driver Education: Community Education runs a Registry-approved driving school, offering classroom and on-road training to 280 students annually.

Pool & Fieldhouse Programs: Located at ABRHS, the Pool & Fieldhouse Program consists of family open-swim and open-gym times for basketball on the weekends. Also offered in this facility is a full Red Cross Swim Program on Saturdays, a youth swim team, master's swim, morning and evening lap swim, and water exercise classes. Community Education also conducts classes and schedules drop-in times for the public in the Fitness Center located at the Acton-Boxborough Regional High School.

Scheduling of School Fields: Little League, Pop Warner and Youth Soccer, as well as individuals, businesses and community organizations, receive permits for school field use through Community Education. Fees charged are returned to the schools' Facility Department for field maintenance.

Scheduling Use of School Buildings: All evening, week-end, holiday and vacation use of the seven school buildings is scheduled through Community Education.

Community Education receives no funding from the school districts or town and runs all programs on a self-sustaining basis. Moneys are returned to the following for use of space and equipment - AV, Director of Technology, Physical Education Department, Art Department, Facilities, and the Central Office.

For more information about Community Education and the programs that it offers, call (978) 266-2525.

Facilities and Transportation

Facilities and Transportation continued to move forward in 2003-2004 school year with various projects and changes. On July 1st we always begin in the standard cleaning, basic repairs, and preventative maintenance to all our buildings. Our fleet of school busses is maintained on a daily basis, meeting all safety standards and inspected by the Registry of Motor Vehicles on a regular basis.

The addition/ expansion of the High School continued on schedule with everyone looking ahead to a new state-of-the art facility.

An ADA compliance project is underway at the old Merriam Elementary School, recently renamed the Administration Building for the school district. This project entails bringing the building up-to-code while maintaining existing areas falling within the same category. Some construction has also occurred within this same facility involving the CASE High School Science classroom.

In the outlying elementary schools we had several projects. At the Conant School a new freezer was purchased and installed, and we repainted a few classrooms and moved several other rooms to prepare for new academic programs. There were no major projects within the Gates School building; however, trees around the grounds were removed due to the hazardous conditions they presented. With the exception of the high school, Douglas School probably endured the most extensive project this fiscal year: a new HVAC unit ventilator system was installed, with an asbestos abatement scheduled beforehand.

Finally, the overall campus planned its yearly painting of parking spaces, crosswalks, and speed bumps in preparation for the upcoming school year.

In Conclusion

This report demonstrates that the Acton Public Schools and the Acton-Boxborough Regional School District are complex organizations. Nonetheless, the districts possess a clear mission and vision. They are fortunate to possess a dedicated staff, who make a habit of constant self-reflection and, as resources allow, of renewal.

Our students, teachers and administrators continue to perform at high levels - academically, athletically, artistically, personally and professionally, - and so the Acton Public and Acton-Boxborough Regional School Districts maintain a reputation that attracts people to the communities and to our schools. It is our intention to continue to provide the best possible education to the communities and to seek continued financial and moral support for this very important endeavor.

The towns of Acton and Boxborough have a great investment in the schools since the schools serve the communities' youth and adult populations through public schooling, Community Education, and as a center for much community activity. This is a win-win situation for both the towns and the schools that we want to maintain for the future.

William Ryan
Superintendent of Schools
On Behalf of the School Committees
January 2005

MINUTEMAN REGIONAL SCHOOL DISTRICT

Due to some internal delays with our audit and program reporting requirements I have been unable to release the 2004 Annual Report for publication in member towns' Annual Reports. I apologize for this delay and for any complications with the publication of your town report caused by our glitch.

I recognize that some submission deadlines have already passed while others will soon be upon us. We will properly comply with District Agreement and submit the 2004 annual report to the Boards of Selectmen as soon as possible and certainly before the start of Town Meeting, but we are not able to meet your publication deadline. In the interest of sharing information with town residents given that Minuteman data will not be included in the Town Report we will also produce an Annual Report to the Townspeople for direct distribution at each Town Meeting.

Do not hesitate to contact me directly at 781-861-6500 x326 or via email at tmarkham@minuteman.org with any questions or concerns.

Thank you for your understanding.

Thomas Markham,
Assistant Superintendent

ACTON MEMORIAL LIBRARY

Record circulation levels and reduced staffing levels marked 2004 at the Acton Memorial Library. These levels are perhaps most noteworthy because they are naturally at odds with one another and cannot continue indefinitely.

Circulation for the year was nearly a half million items (477,248 to be precise). This represents an increase of 14.6% over 2003. Monthly circulation topped 40,000 for the first time with the August total of 44,271 setting a new high use mark. Our average circulation per month during 2004 was 39,770. In comparison, our all-time monthly high before 2004 was 38,340 in July 2003. Initial 2005 figures indicate that circulation will continue to increase: Circulation in January 2005 was 43,250, up 17.2% from January 2004. If things proceed apace in Calendar 2005, circulation for the year will exceed a half million items (519,000 to be precise).

Reduced staffing levels and reduced hours make these circulation figures all the more remarkable. Indeed, the Massachusetts Board of Library Commissioners statistical reports for FY04 are just out, and AML achieved the dubious distinction of having the highest circulation per FTE (26,116) of the 53 libraries in our population range (15,000-24,999). Meeting room use declined to 540 (FY04 figure) as the library was open three instead of four nights each week. Holdings as of June 30th were 120,440. This increase of 6.7% represents additions to the collection as well as lack of staff time to remove outdated materials from the shelves.

The Board of Trustees deeply appreciates the efforts of the Library staff, led by Director Marcia Rich, who, despite cutbacks in hours and other resources, deliver circulation and other services not only in record numbers but with exceptional devotion to the highest standards of community service and professionalism.

Changes in the Board.

The Board is comprised of nine trustees, six of whom are permanent members and three of whom are elected to serve three-year terms. These three terms are staggered such that one trustee position is open for that year's election. This year, Tom Dunn's first three-year term expired. Tom ran for and was reelected to a second three-year term. In June the Trustees elected Tom to serve as President of the Board, Mildred Jarvis as Vice President, and Stacey Liberty as Secretary. Stacey recently informed the Board that she will not seek re-election in the spring.

Community Preservation Grant For Civil War Archive Project

In 2004 the Community Preservation Committee submitted to Town Meeting, and the citizens of Acton approved, a proposal to fund the restoration of the Isaac Davis G.A.R. Post 138 flag used by Acton veterans of the Civil War.

The Library was constructed and donated to the town in 1890 by William Wilde in memory of Acton citizens who gave so much to this country during the Civil War. Today, the Library is the official Civil War memorial of the Town.

The flag is a spectacular artifact that dates to the early 1900s, measures nearly 5' x 6', and is in remarkably good condition. The flag is among the most important of nearly 150 artifacts. Other artifacts include rifles, swords, clothing, currency, documents, and, yes, books.

For years these artifacts have been stored variously in the basement, attic and closet due to the lack of display space within the Library. During the recent library expansion project, the 1890 building was refurbished and some space was set aside in that section of the building for artifacts that were on display in the library as originally designed. It is the goal of the Trustees to restore the original building by recreating a display, and in so doing to tell a story that will personalize the Civil War by connecting specific individuals from Acton to Civil War events both famous and ordinary. Restoring the G.A.R. post flag is an important milestone along the path towards that goal. The Trustees gratefully acknowledge the work of the Community Preservation Committee and the support of Acton voters.

Art Exhibits

Trustee Ann Chang works with Kay Hartung, a local artist and former member of the Arts Council, to manage the art exhibitions hung in the Library's meeting room. Every year a call is issued to artists from all over the Greater Boston area to submit slides for jury consideration. The slides are due on March 1. The work is then judged and the artists picked for the coming year. Care is taken to have a variety of media represented, and to recognize new talent. The roster for 2004 was:

Jan.	Joan Terrell Smith	Oil & pastel
Feb.	WuShuan Burns	Watercolor
March	Patricia White	Mixed media
April	Phyllis Ewen	Mixed media
May	Anne Johnstone	Mixed media
June	Iris Osterman	Oil, pastel
July	Joe Schatz	Photography
Aug.	Joe Schatz	Metal
Sept.	Madeleine Lord	Fantasy bird constructions
Oct.	Midori Evans	Photography
Nov.	Kay Hartung	Collage
Dec.	Joanne Bergen	Oil & pastel

Website

A completely revamped website became operational in 2003, and throughout 2004 Bob Ferrara and Dennis Ahern have worked to maintain and improve the site. The address is: www.actonmemoriallibrary.org. The site includes an events calendar for all Library activities and meeting room usage and is readily accessed on all Library computers, as well as from home.

Pine Hawk

Trustee Bob Ferrara remains actively engaged with The Friends of Pine Hawk, a group whose goal is to better understand and publicize the archeological and human story behind the great treasure trove of Native American artifacts discovered at the "Pine Hawk" site in South Acton during the excavation for the new sewer treatment plant. An extraordinary record of Native American habitation was uncovered, a record extending back over 7,000 years. The Friends include private citizens and other professionals from the Library, the Discovery Museum, and the Schools. Recently Shirley Blancke, an archeologist with extensive experience of our region's Native American history, joined the group. Shirley worked with school curriculum planners to develop a variety of educational materials for the fourth grade.

The Friends of Pine Hawk had several accomplishments in their second year of operation. They again sponsored a series of October events as part of State Archeology Month. Thanks to a grant from the Acton-Boxborough Cultural Council, the group developed a portable kit of two dozen replicas from the site, such as tools and projectile points. The website at www.actonmemoriallibrary.org/pinehawk/home.html was expanded as well. Working with local art student Sophy Tuttle, the group designed three informative portable displays, which will be available for public showing next year. Library Director Marcia Rich teamed with Health Director Doug Halley for presentations for several local groups.

Oktoberfest

Trustee Mildred Jarvis led the Library's effort for the annual West Acton Oktoberfest celebration this year. Many trustees spent time at one of the Library's tables, which displayed information about the Library, Pine Hawk, Civil War archives, the Friends of Acton Libraries and the AML Foundation. The Foundation developed a guessing game: What was the highest number of patrons to visit the Library in a single day that year, which was a magnet for many of the children (and adults!). (The answer: 1685.)

Trust Funds

Trustees Brewster Conant, Mildred Jarvis and Frank Joyner have been working on improving visibility and transparency of the Library's trust funds. Their objectives include (1) developing a methodology to better inform citizens about the existence of

the trust funds; (2) developing a periodic report for the Trustees that tracks individual Library trust fund income and expenditures and (3) developing, in conjunction with Town Finance officers, an agreed upon methodology for calculating the Acton Memorial Library Foundation's Endowment Fund distribution. The initial year of distribution is Fiscal Year 05. Thereafter, this section of Memorial Library's annual report will contain a yearly report on the use of the distributed funds. (It should be noted that the Endowment Fund Trust document states that the purpose of the Endowment Fund is to assist in maintaining the quality and excellence of the Library, but specifically excludes fund income from being used to substitute for basic library operation and maintenance expenses.) Specific information on the Library's Trust Funds is presented in this Town Report under Town of Acton Non-Expendable and Expendable Trust Funds.

Chinese Language Grant

In 2003-04 the library implemented a \$20,000 grant from the Massachusetts Board of Library Commissioners to establish a Chinese Language collection and upgrade our ESOL (English for Speakers of Other Languages) collections. With the assistance of a group of dedicated volunteers from the community, the Library established a very popular Chinese collection that includes over 1,200 Chinese books (including 250 children's and young adult books), nine periodical subscriptions, 68 DVD titles, and 22 VCD series. Grant funds were also used to purchase English language materials on learning spoken and written Chinese. In addition, the ESOL collection was upgraded with new books, audio titles, videos and CD-ROMs related to English language and U.S. citizenship.

Funds from the Acton Memorial Library Foundation were used to build related collections of materials for use by Families With Children from China and others with an interest in China's history and culture.

The grant also provided a full day of training to library staff on providing excellent public service to a culturally diverse community, and funded a four-part book discussion series for the public on Chinese and Chinese American themes.

The "Community Languages" grant was provided by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, as administered by the Massachusetts Board of Library Commissioners.

In its report to the federal government, the Massachusetts Board of Library Commissioners described the grant application and implementation, led by Reference Librarian, Susan Paju, as "exemplary."

Literary Arts Program

An audience of more than 150 people enjoyed the feature event of the Acton Memorial Library's poetry program on April

28, when Martín Espada read from his works in room 204 of Town Hall. Espada, winner of the 2004 annual Robert Creeley Award, is hailed as one of the leading poets of his generation.

Warm-up poets for the event were Susan Richmond of Acton, author of, *Boto*, and Peter Desmond of Cambridge, coincidentally Martín Espada's accountant.

The works from which Espada read, often reflecting his experiences as a tenant lawyer and advocate for migrant farm laborers, clearly touched the large enthusiastic audience.

The evening concluded with Creeley presenting Espada the Robert Creeley Award, which consists of a plaque and the opportunity for the visiting poet to spend \$500 selecting favorite or influential books to add to the Library's collection. This tradition of awarding cash to the poet, who then spends the money on books for the Library, began with the first Robert Creeley Award in 2001 and has resulted in many unique additions to the Library's collection.

The 2004 Creeley Day event was funded with contributions from the Friends of the Acton Libraries (which also supports the fall reading), the Acton Memorial Library Foundation, the Acton Boxborough Cultural Council and the Georgia Whitney Fund. Library trustees and staff thank these organizations for their generous support.

The Trustees and staff also thank Robert Clawson of Acton whose idea it was to honor Acton's own literary lion Robert Creeley, and Susan Page who joined the Poetry Committee in 2003 and continues to work with Bob Clawson to make the Poetry Program a success.

C. D. Wright has been selected as the 2005 Robert Creeley Award winner, and has agreed to read in Acton on May 5, 2005. She has published ten volumes of poetry, most recently *Steal Away: New and Selected Poems* (Copper Canyon, 2002).

The fall poetry event held on November 7, featured Peter Desmond and Michael Cantor, two formalists.

Hours of Operation

The Library is a seven-day a week service most of the year (63 hours a week) and a six-day a week service through the summer months. No staff member is working full time. Most staff members work one night a week and every third Saturday.

Trustees

Thomas Dunn, President
Mildred Jarvis, Vice President
Stacey Liberty, Clerk
Dennis Ahern
Ann Chang
Brewster Conant
Robert Ferrara
David Barrat
Frank Joyner

Staff

30-39 Hours/week:

Suzanne Callahan, Ellen Clark, Lee Donohue, Julie Glendon, Joy Hamel, Susan Paju, Gloria Reid and Marcia Rich

20-29 Hours/week:

Karen Anderson, Eunice Gorman, Mary Katis, Stephanie Knowland and Pam Parenti

10-19 Hours/week:

Catherine Drum, Barbara Floss, Helen Howell, Kaja Michaels, Elizabeth Leaver, Marilu Nowlin, Anshu Sood, Amy Spadano and Donna White

Less than 10 Hours/week:

Kristine Adolph, Caitlin Churchill, Nancy Clune, Jane Flanders, Pam Hays, George King, Carol Landers, April Mazza, Polly Millen and Natalie Van Roggen.

Also popular among the patrons are the museum passes. The citizens' Library is proud to offer its patrons passes to the Museum of Fine Arts, a gift from the Acton Arts League, as well as passes to the Discovery Museums, Fruitlands, and the EcoTarium which have been donated by the Auxiliary and the Suzi M. Pomeroy Memorial Trust Fund.

The Citizens' Library is funded by the Town of Acton and receives supplemental support in the form of grants from the state. The library is also grateful for the generosity of others: the Friends of the Acton Libraries, the citizens' Library Auxiliary, and individual library patrons. For its daily operation, the library relies on a number of dedicated volunteers who work at the library on a regular basis taking care of the circulation desk, helping patrons, shelving books, and filing.

The Citizens' Library, located at 21 Windsor Avenue, is open Tuesday from 10am to 7pm and Wednesday through Friday from 10am to 5pm. For more information, please call (978) 264-9652.

Trustees

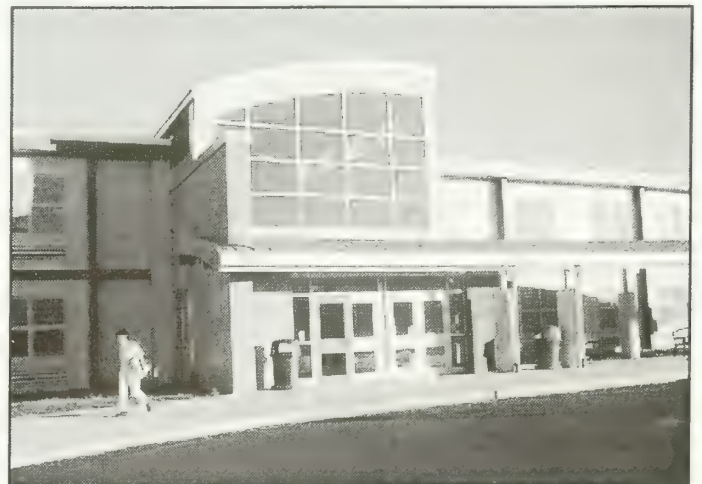
Robert Loomis, Chair
Virginia Rhude, Secretary
Peter Guilmette, Publicity
Librarian
Regina Tischler

WEST ACTON CITIZENS' LIBRARY__

Throughout 2004, the Citizens' Library greeted a substantial number of regular visitors and also welcomed an impressive number of new patrons, both those new to Acton and neighboring communities and those discovering the library even after many years in Acton. With greater numbers of patrons coming through our doors, the library also experienced a hefty surge in circulation - 19% over the previous year's figures!

Inside the Citizens' Library, readers enjoy easy access in a comfortable atmosphere to a terrific collection of reading material - bestsellers, wonderfully wicked mysteries, tales of sinister suspense and intrigue, cookbooks, audio books, travel books, biographies, and an amazing array of fantastic children's books.

One of the most popular programs at the Citizens' Library is Annette Lochrie's Tot Time, a creative, interactive reading program for young children. Sponsored by the library's auxiliary, Tot Time continues to engage enthusiastic 2- to 5-year-olds in great stories and library adventures.



Entrance: Acton-Boxborough High School's New Entrance

CULTURAL AND HISTORICAL ACTIVITIES

ACTON BOXBOROUGH CULTURAL COUNCIL

The calendar year 2004 presented the Acton Boxborough Cultural Council (ABCC) with serious financial challenges. This year ABCC allocation for our fall grant cycle was level funded from the Massachusetts Cultural Council. The ABCC was once again supported by both Acton and Boxborough Town funds via warrant articles and line items. The dedication of the Board of Selectman in both Boxborough and Acton is truly remarkable. For the seventh year, Boxborough gave the ABCC \$1000 and Acton provided the ABCC, through a Warrant Article, \$1000 to be used by the ABCC for ongoing arts enrichments. We are extremely grateful and constantly acknowledge their support to everyone. We are grateful also for the facilities support that the two Towns provide us with: meeting spaces, access to copiers and general support from our liaisons, Acton Selectman, Trey Shupert and Boxborough Selectman, Simon Bunyard.

This year ABCC welcomed several new members, while having to say farewell to some longstanding members, along with our chairman of six years, Jean Butler. Much of our efforts in the spring related to bringing new members up to speed, assigning new responsibilities, and revitalizing our efforts. We were involved in various discussions of the library reuse in Boxborough. We also stepped forward to support the efforts of Yin Peet and her proposal to the Town of Acton, speaking on her behalf at the special Town Meeting in October. Planning for the fall concerts of Bill Harley and the Longwood Opera involved many meetings and discussions. Fall brought the annual grant cycle review. We were pleased to be able to fully fund nearly 50% of the grants we received. We also lent our efforts in support of the Longwood Opera performance of La Boheme, as well as the Bill Harley Family Concert. Both of these performances were well received by the public: The opera was nearly sold out. Plans are in the works to support the Longwood Opera in another endeavor for next fall. Planning also continued for the March 2005 New England Winds Concert. We hosted a community-input meeting and grant writing workshop in the spring.

Funding for the following 2004 programs came from: remaining FY '03 and FY '04 Acton Funds, some of our "joint" funds along with community donations to the AB Cultural Council.

- Longwood Opera performance of LaBoheme November 5. One concert, at St. Matthew's fellowship hall, which filled the house with nearly 100 people. Admission was charged, drawing people from the neighboring towns, along with the troupe's season ticket holders. ABCC sold refreshments at intermission.

- Bill Harley Family Concert. One show at the RJ Grey Jr. HS December 4. \$5 general admission was charged by the ABCC. We helped sell merchandise and took a percentage from these sales.

Each fall, the ABCC is required to distribute our annual MCC allocation through a Grant Process.

The Massachusetts FY '05 Budget was announced and the ABCC grant allocation was \$4400. We included in our FY '05 Grant Cycle our rollover from previous grant cycle FY '03 of \$387.67. To fund the selected grants we took from our "other council funds" \$97. For the FY '04 Cycle we did not withhold the allowed 5% of the MCC allocation and made the entire \$4924. available for the community members.

FY '05 Acton-Boxborough Cultural Council Approved Grants

Applicant Organization Name	Grant Award Amount
Gabriel Gouveia	375
Sargent Memorial Library	550
Fitchburg Art Museum	150
Harvard Pro Musica	500
Three Apples Storytelling Festival	100
Commonwealth Ballet Company	500
Acton Community Center	300
Fruitlands Museums	300
Fruitlands Museums	300
Ms Catherine Christensen	350
Sounds of Stow	199
C. tc. Douglas School PTO	500
Merriam School	450
DeCordova Museum and Sculpture Park	100
Ms. Gayle Flaherty, OTR/ Liscw	250
Total	4924

For further detail of the approved grants, please visit our web site, www.actonboxboroughculturalcouncil.org.

The ABCC has come a long way from just administering an annual grant cycle for the Massachusetts Cultural Council. We actively seek alternative funding and are acting as presenters for community arts events. We are a committee of eight members appointed by the selectmen of each community, but functioning as a single entity. Our goal is to increase our effectiveness as Art Advocates by supporting, promoting, organizing and presenting arts and artists in our communities.

The Arts are Essential

We welcome feedback and suggestions from the community through surveys and word of mouth.

2004 Acton Boxborough Cultural Council Members

Michele Holland Chair, Acton
Ann Budner Co-Chair, Acton
Mitzi Weil Treasurer, Boxborough
Nancy Gerhardt, Acton
Rosie Latto, Acton
Rixin Li, Acton
Pat Myers, Boxborough
Susan R. Page, Boxborough retired 7/1/04
Elaine Sisler, Acton

HISTORIC DISTRICT COMMISSION

The Historic District Commission had a very busy year. Applications for review increased to 35 from 24 in 2003. The number of issued Certificates (32) increased by 33%. The Commission issued 21 Certificates of Appropriateness and 11 Certificates of Non-Applicability. Acton Center was the most active of the three Historic Districts, with 17 applications for review. South Acton had 10 applications, and West Acton had eight applications.

The largest number of Certificates were for signs (five), windows (four), and fences/ railings (three). There was one new building (West Acton), two applications for substantial additions (both in Acton Center), two changes to external lighting, two demolitions, two gutter projects, two re-sidings, two re-roofings, and one accessibility upgrade.

No new members were added. The Commission has one vacancy for a full member and vacancies for alternate members.

The Commission meets in Town Hall twice monthly, at 7:30 p.m. on the first and third Mondays (except holidays).

Brian Bendig, Chair
Anne Forbes, Vice Chair
Michaela Moran, Secretary
Hong An, Member
Michelle Barabash, * Member
Bonnie Geithner, Member
Ken Guditz, Member
Tom Peterman, Member
*Term expired 2004

ACTON HISTORICAL COMMISSION

The objective of the Historical Commission is to protect and preserve the Town's historic character and assets, be they buildings, open spaces, landscapes, or historic districts. The Commission maintains the Cultural Resource List of significant structures in Town, and reviews any demolition of these structures via the public hearing process. The Commission can be a design resource to property owners who are remodeling older properties. The Commission also reviews and comments on proposed subdivisions with regards to (loss of) stone walls, cart paths, old quarries, or other historic elements of the landscape. During the review process, the group frequently walks the land to identify and document culturally significant resources. The Commission works in conjunction with the Historic District Commission, with jurisdiction being everything outside of the three Historic Districts in town.

During 2004 the Commission, through the CPA, received funding for updating the Cultural Resources List, and is working on requesting proposals from consultants to perform this important update. The Commission worked with the Community Preservation Committee in verifying historical aspects of the Bruce Freeman Rail Trail project and the Morrison Farm project. The Commission was active during the comment period for the Franklin Place housing project on Main Street, which is now under construction. In our continuing effort to preserve the 1830 structure at 15 Mass. Ave (Rt. 2 Police Barn), with the help of The Beacon, a local contractor donated time and materials to repair the roof and seal open window sash. We also were able to gain a favorable National Register eligibility determination for the Lothrop Mill on River Street.

2004 Membership:

John Benkert
Victoria Beyer
Robert Coan
Anita Dodson
Peter Grover, Chair
William Klauer



Westside Village, a 40B Development of Rt. 62 With Some Affordable Units.

FENCE VIEWER

The duties of the fence viewer are contained in Massachusetts General Laws, Chapter 49, Section 1-20, inclusive. This law pertains to the need for partition fences on property lines of adjoining improved parcels of land used for agricultural purposes (primarily the keeping of livestock). The appointed fence viewer for the Town reports no activity in such partition fences for the year 2004.

Although the Fence Viewer is now an archaic position, several general questions concerning fences are answered each year. Residents should keep the following facts in mind when planning to erect a fence:

1. Section 5.3.1 of the Town's Zoning Bylaw limits the height of walls and fences in yard setback areas to no more than eight feet.
2. Massachusetts General Law, Chapter 49, Section 21, determines when certain fences may be deemed a private nuisance and should be consulted when there is a question concerning a spite fence.
3. Section E39 of the Town Bylaws provides that when erecting a fence fronting on a public way the fence should not encroach within the public right of way without a written license from the Board of Selectmen. Assistance in determining the location of this right-of-way line is generally available from the Acton Engineering Department.
4. The installation of a fence does not normally require a building permit; however, erecting a fence in a Local Historic District (Acton Centre, South and West Villages) will usually require a Certificate of Appropriateness from the Acton Historic District Commission.

I can be reached during the day at 264-9628, or by e-mail at dabbt@town.acton.ma.us

David F. Abbt,
Fence Viewer

ECONOMIC DEVELOPMENT AND INDUSTRIAL CORPORATION

In 1997, the Board of Selectmen constituted the Economic Development Committee to consider methods of business development in town to help stem the rise in residential taxes. In 1998, Acton developed a Master Plan Update, which indicated that the townspeople were willing to examine ways to achieve this goal.

The Economic Development Committee worked closely with the Planning Board on the Master Plan Update and recommended the creation of an Economic Development and Industrial Corporation (EDIC), designed to spur commercial development consistent with the goals of the Master Plan Update. This required obtaining permission of Town Meeting to file legislation with the State for a Home Rule Petition to create the EDIC. This permission was granted in April, 2000, and in November of 2001, the Massachusetts Legislature passed this bill. The bill was accepted by another Town Meeting in April, 2003.

The goal of the EDIC is to ameliorate the rise in residential property taxes by spurring commercial development in town, consistent with the other goals of the Master Plan, such as preservation of open space and strengthening Acton's Villages and commercial centers.

During the summer of 2004 the EDC interviewed interested candidates for the EDIC. They recommended a list to the selectmen who appointed the Board. Selectmen interviewed and appointed a Board of Directors to lead the EDIC. The Board members are:

Josh Chernin, Chairman
Jon Avery, Vice-Chairman
Bonnie Wilson, Clerk/ Secretary
Harry Hedison, Treasurer
Jim Walker, Member
John Ravis, Member
Ron Locklin, Member

The Board started meeting in the fall and spent much of its time investigating how other Massachusetts EDIC's got off the ground and the types of work they do, as well as researching sources of funding and relationships with various state agencies.

The next major step for the EDIC is submission of an Economic Development Plan for the Town, which must be approved by Town Meeting. This is a public process and the input of the townspeople is welcome.

Respectfully Submitted,

Josh Chernin, Chairman

ECONOMIC DEVELOPMENT COMMITTEE

The Board of Selectmen established the Economic Development Committee (EDC) to advise the Selectmen on matters pertaining to Acton improving its economic well-being. The EDC consists of up to eleven Acton residents or business owners representing various groups interested in enhancing Acton's economic development in accordance with the 1998 Master Plan Update. The committee is comprised of two representatives from the Board of Selectmen, two Planning Board representatives, one Finance Committee representative, two representatives from the Chamber of Commerce, and four at large members. The stated objectives are:

Promote current and new commercial development within the context of the Master Plan.

Increase the commercial tax base to reduce the tax burden on residential taxpayers.

Support commercial and industrial growth that will fit in Acton and contribute to the community's quality of life and Fiscal Stability.

Support the concept of village and business districts by encouraging businesses of appropriate scale that will contribute to a mix of activities.

The EDC studied and made recommendations on the 2004 zoning articles, the Outdoor Lighting Bylaw, and the East Acton Village Plan. We met with the consultant to discuss EDC goals as a part of the Acton "Community Development Plan" under Executive Order 418.

In 2004 the EDC interviewed and recommended a slate of candidates for appointment to the Economic Development Industrial Corporation (EDIC). The interviews were conducted in June of 2004, with appointment of the entire slate by the Board of Selectmen. Recall at the 2000 Annual Town Meeting, residents passed an article to petition the State Legislature to allow the Town to form an Economic Development and Industrial Corporation. On November 17, 2001, the Governor signed Chapter 135 of the Acts of 2001 that granted the petition. At the April 2003 Town Meeting, Acton accepted the legislation. The next step is for EDIC to develop an Economic Development Plan, and have it approved at Town meeting. Now former members of

the EDC, Josh Chernin and Jonathan Avery have moved to the EDIC. The EDIC is now a separate and functioning committee from the EDC.

Since much of the past few years work has been devoted toward getting the EDIC into operation, we are taking a hard look into EDC objectives for the future, including the role the EDC will play in Acton. We have developed a list of over twenty possible ways the EDC could participate within its scope, and are determining the next courses of action.

The EDC meets at Town Hall in public session generally on the third Thursday of the month. All are welcome.

Respectfully submitted,

Rheta A. Roeber, Chairman and Fincom Rep

Wayne Friedrichs, Vice Chairman

Jon Avery, Chamber Rep

Lauren Rosenzweig, Planning Board Rep

Hart Millet, Planning Board Rep

William A. Lawrence, Chamber Rep

Bob Johnson, BOS Rep

Ann Chang, Member

Trey Shupert, BOS Rep

Philip Janus, Member

Herman Kabakoff, Member

Josh Chernin, Associate member

Roland Bartl, Town Planner (staff)

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation and technical assistance in the areas of land use and the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy and interlocal partnerships that strengthen the operation of local governments.

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and three City of Boston officials. An Executive Committee composed of 25 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

- **Municipal planning:** working with more than 25 communities under the Executive Order 418 program. EO 418 provides communities with up to \$30,000 in state funding to undertake overall visioning on local planning issues, including housing, economic development, natural resources, and transportation.
- **Bringing advanced technology to cities and towns in the region:** a contract with Pictometry International will provide aerial photographic images that municipal departments, including police and fire, can utilize to improve service delivery.
- **Adoption of smart growth principles:** MAPC developed and adopted principles of good planning practice that will encourage sustainable patterns of growth to benefit people living throughout the metro Boston region. MAPC is also a founding member of the Massachusetts Smart Growth Alliance.
- **Metro Data Center:** The Center is an official US Census affiliate, helping to distribute demographic data throughout the region, including demographic, economic, and housing profiles for all 101 communities in metro Boston.
- **Transportation planning:** as vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the 25-year Regional Transportation Plan as well as the annual Transportation Improvement Program, including transportation spending priorities for the region. We also spearheaded development of transportation spending criteria, taking into account environmental, economic, and equity considerations.
- **Metropolitan Highway System Advisory Board:** MAPC staffs this board, established in 1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority.

- **Regional Services Consortia:** The four regional consortia established by MAPC collectively purchased \$18 million in office supplies and highway maintenance services for its 31 member municipalities. The project also facilitates collegial forums among members' chief administrative officers focused on collaborative problem solving and resource sharing. MAPC recently became the purchasing and administrative agent for the Greater Boston Police Council, which assists over 300 units of local government in the purchase of police vehicles and other public safety supplies.
- **Metro Mayors Coalition:** Working with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, security and emergency coordination, and municipal relief legislation.
- **Homeland security:** addressing homeland security issues by facilitating cross-municipal partnerships between police, fire, and emergency management departments to acquire and share equipment, and more generally to plan for emergencies involving multiple municipalities; fiduciary agent for state/federal grant funding through the Massachusetts Executive Office of Public Safety.
- **Hazard mitigation:** initiating a federally-funded partnership to produce a hazard mitigation plan to protect nine coastal communities in the event of natural disasters, including flood, winter storm, wind, fire, and geologic hazards.

Please visit our website, www.mapc.org, for more details about these and other activities.

Metrofuture: Making a Greater Boston Region

MAPC has launched a new civic process, called MetroFuture, to create an updated regional vision and growth strategy for metropolitan Boston. MetroFuture engages city and town governments, state agencies, non-profits, business, labor and academic groups in this planning process. The outcome will be a vision and growth strategy that puts the region on a sustainable path in terms of land use, economic, environmental and social issues. MAPC will need the support of a broad range of organizations in the region to help plan, fund and implement this new framework for addressing the challenges facing metropolitan Boston.

The effort to create this new strategy was launched on October 29, 2003 at a Boston College Citizens Seminar. More than 400 citizens from a wide range of local and regional groups attended the event, and expressed their opinions on the region's resources and challenges as well as their own visions for the future. This input will be critical as we move to the next phase

of this exciting multi-year project. Please visit the project web site, www.metrofuture.org, for more information.

Minuteman Advisory Group on Interlocal Coordination (Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, Stow)

This year, the Minuteman Advisory Group on Interlocal Coordination (MAGIC) hosted two Legislative Breakfasts; hosted a Breakfast for Chief Administrative Officers and Selectmen to share ideas about joint services and joint cost saving opportunities; learned about Green Buildings and Energy Efficiency, Smart Growth Overlay Districts, Regional Hazard Mitigation planning assistance and the Priority Development Fund; set transportation priorities and ranked projects; reviewed and submitted environmental comments on developments of regional impact; finalized the "MAGIC Carpet" study of alternative transportation options; and planned events in conjunction with the Regional Vision and Growth Strategy. Using MAPC Geographic Information Systems (GIS) staff, MAGIC provided four GIS training sessions for local officials and staff.

MAPC Annual Report prepared and submitted by Marc D. Draisen, Executive Director, Metropolitan Area Planning Council.

PLANNING DEPARTMENT

The Planning Department has Roland Bartl as Town Planner, Kristin Alexander as Assistant Planner, and Maura Haberman as Secretary. The Department's principal function is the support of all Planning Board functions and activities. The Department also provides substantial staff support to other boards and committees. In 2004, the Planning Department staff continued work with the Economic Development, Community Preservation, East Acton Village Planning, and Outdoor Lighting Advisory Committees. See the separate reports from the Economic Development and the Community Preservation Committees. All duties are carried out under the direction of the Town Manager.

Planning Board

Members of the Planning Board are Selectmen appointees. In 2004, the Board's seven regular members and two associates were:

Lauren S. Rosenzweig, Chairman
Hartley E. Millett, Vice- Chairman
Gregory E. Niemyski, Clerk
Christopher R. Schaffner, Member
Stacy S. Rogers, Member
William F. King, Member
Gary R. Sullivan, Member
Edmund R. Starzec, Associate
Ruth M. Martin, Associate

Planning Board meetings are open to the public, usually at 7:30 PM at the Memorial Library on the second and fourth Tuesday of each month.

Development Activity

When reviewing development applications, the Planning Board strives to protect the health, safety, and welfare of Acton's residents, and to preserve the integrity of Acton's character. This aspiration is framed by the Town of Acton Master Plan and the Acton Zoning Bylaw. The Planning Board's authority to approve or disapprove development applications is also defined and limited by the State Zoning Act (MGL Ch. 40A), the State Subdivision Control Law (MGL Ch. 41, S. 81K-GG), and the constitutional rights of land owners.

In 2004, the Board voted to amend four special permit decisions based on new information presented to the Board, and approved one definitive subdivision. In addition, 13 ANR Plans (Approval Not Required plans in Subdivision Control Law) were signed. Much of the activity involved land swaps and other rearrangement of property lines. Overall, the Board approved new building lots for only 8 single-family homes. The table below shows the nine-year history of approved new residential lots.

Year	New Residential Lots Approved
1996	66
1997	35
1998	68
1999	76
2000	33
2001	15
2002	103*
2003	4
2004	8

*Includes Robbins Mill PCRC (90 lots)

It should be noted that the Acton Board of Appeals approved the development 20 additional dwelling units by Comprehensive Permit under M.G.L. Chapter 40B.

Zoning

The Acton Zoning Bylaw is the regulatory blueprint that affects the future use and development of land in Acton. It is the intent of the Planning Board that the Zoning Bylaw and any changes to it are generally consistent with the Master Plan. After holding public hearings, the Planning Board recommended and the 2004 Annual Town Meeting voted Zoning Bylaw amendments:

- To change dimensional requirements in the Senior Residence section to make senior housing a more economically attractive and viable development alternative to single-family homes.

- To provide the Board of Selectmen the option to grant a special permit for multi-family buildings with more than four dwellings in the South Acton Village (SAV) zoning district. This amendment made it possible to allow the construction of larger residential buildings that would complement South Acton Village and aid in its revitalization.
- To adopt outdoor lighting regulations proposed by the Outdoor Lighting Advisory Committee to reduce light trespass and glare and to improve illumination of commercial properties.
- To adopt multiple zoning changes proposed by the East Acton Village Planning Committee to encourage a more concentrated, cohesive, and identifiable East Acton Village.
- To rezone 66 Hayward Road to Agriculture Recreation Conservation (ARC) and to change dimensional requirements in the ARC zoning district to accommodate the T. J. O'Grady Memorial Skate Park.
- To change to the definition of agricultural land uses for further clarification and conformance with State law.
- To change the accessory use regulations in the Light Industrial zoning district to allow the incidental and temporary storage, and the incidental wholesale of automobiles, as part of the regional headquarters of a car rental and leasing company - Enterprise Rent-A-Car (Petition by land owner of 20 Main Street).

The Planning Board reviewed and conducted public hearings on two other proposed Zoning Bylaw changes without recommending them:

- A landowner petitioned to have his properties at 80 and 84 Piper Road rezoned from Office Park 2 to Residence 2 to reflect the existing residential land uses on the properties (passed by Town Meeting).
- To rezone ARC- and Residence 10/8- zoned land off Quarry Road in North Acton, together with a land swap involving Town-owned property, for the development of an art studio with a residence and a sculpture park (rejected by Town Meeting).

East Acton Village Planning Committee

In 2000, the East Acton Village Planning Committee was appointed to generate a plan for the East Acton Village area. Committee members were residents and business owners from East Acton and other parts of Town. Kristin Alexander provided

primary staff support to the Committee. In January 2004, the Committee completed the East Acton Village Plan (Plan) and the Plan was adopted by the Planning Board. The 2004 Annual Town Meeting adopted all proposed East Acton Village- related zoning changes unanimously.

The Committee disbanded with its work completed in May 2004. Committee members included:

Ken Sghia-Hughes, Chairman
 Carol Holley, Clerk
 Dave Brown, Member
 Betsy Comstock, Member
 Stacey Durkin, Member
 Susan Kennedy
 Tom McLaughlin
 Steve Steinberg
 Micki Williams
 Art Wu, Transportation Advisory Committee

Outdoor Lighting Advisory Committee

The Board of Selectmen established the Outdoor Lighting Advisory Committee (OLAC) in 2001 to study ways to reduce glare, light trespass, sky glow, and energy use. OLAC studied the technical aspects of outdoor lighting, street lights, commercial and municipal outdoor lighting installation, and related efforts of other communities across the country. Based on their findings OLAC drafted outdoor lighting regulations for commercial properties. The regulations were presented at the 2004 Annual Town Meeting and adopted as a component of the Acton Zoning Bylaw.

Subsequently, the Board of Selectmen renamed OLAC to the Outdoor Lighting Education Committee (OLEC). OLEC continues to reach out to various constituencies in Acton to raise awareness of outdoor light pollution, and organize star watching parties for Acton citizens and school children. The Committee usually meets the first Tuesday of every month in Town Hall.

OLEC members are:
 Bernard Kosicki, Chairman
 Martin Graetz, Member
 Gary Green, Member
 Steven J. Feinstein, Member
 Hartley E. Millett, Planning Board

Special Projects

Bicycle Lockers

Maura Haberman oversees the bicycle locker rentals at the South Acton train station. She reported that out of 21 rentals in 2004, 14 bike lockers were rented full time all year round and 7 lockers were rented for varying number of months by 5 different individuals. In 2004, the State provided \$32,450 in Federal Transportation Demand Management Program funds to expand

the bike locker facility. The project was managed by the Planning Department, the Engineering Department designed the expansion area, and the Highway Department installed the new lockers. Twenty new bike lockers were successfully installed for a total of 40 bike lockers at the train station. The new installation also includes additional bicycle parking racks.

Assabet River Rail Trail

The Assabet River Rail Trail (ARRT) is a 12.5 mile bicycle and pedestrian trail under development from Marlborough Center through Hudson, Stow, and Maynard to the South Acton train station. Negotiations with the two landowners, the MBTA, and one private owner, are still ongoing but a successful conclusion is in sight. This past year, the Town received Community Preservation Act monies for the design and construction of ARRT. The funding is for Acton's local share and will leverage over \$1 million in Federal Funds for design and construction. ARRT, Inc. (www.arrtinc.org) is a regional non-profit group that supports and advocates for the trail.

To Live In Acton

In 2004, the Town received a grant through the State's Executive Order 418 for planning services to study housing and economic development in Acton. The effort was managed by the Planning Department. The Town chose Community Opportunities Group, Inc. to conduct the study. The consultant organized various meetings with Town boards and committees, Town staff, developers, and citizens to discuss housing and economic development issues. In June 2004, the consultant presented the To Live In Acton report. The primary focus of the report is on methods and ways to increase Acton's affordable housing.

Respectfully submitted,

Roland Bartl, AICP
Town Planner

RECREATION DEPARTMENT

Municipal recreation in Acton was re-established in 1998, when NARA Park was brought online. During our first year of operation we offered nine classes and provided recreational opportunities for approximately 150 people. In 2004 we offered 84 classes in addition to running the NARA Youth and Mighty Mini Summer programs (150 children per week), the NARA Beach (over 350 memberships), offered a summer concert series consisting of nine dates, running the July 4th celebration, Acton Day, Winterfest, a Halloween party and Egg Hunt. Between 1998 and 2004 we have completed major field improvements on Veteran's Field, NARA, Elm St., Jones and Hart/ MacPherson fields, started constructing the T. J. O'Grady Skate Park, finished preliminary work on ten additional acres of field space at School St., conducted a feasibility study for the Bruce Freeman Rail Trail and began the master plan process on the Morrison Farm.

Municipal budget constraints in 2004 focused greater attention on seeking new revenue sources through grant opportunities and corporate donations. We are actively pursuing the Baseball Tomorrow Grant Fund, to provide a funding source for the future field development at the School Street Fields. In addition we have worked closely with larger businesses in town in preparing bigger and better special events (like Acton Day and Winterfest) with little to no cost to the participants. Of particular note was the donation by Donelan's Supermarkets which provided a wonderful \$12,000 fireworks display at NARA Park on July 4th.

The T. J. O'Grady Skate Park will finally become a reality in 2005. In honor of the hard work and dedication to the construction of this skate park the Recreation Commission will honor the T. J. O'Grady Memorial Skate Park Committee as the 2004 Recreation Volunteer of the year during Winterfest on January 22, 2005. This group of teenagers along with their parents have worked tirelessly over the past five years to make this skate park a reality for the residents of Acton and surrounding communities.

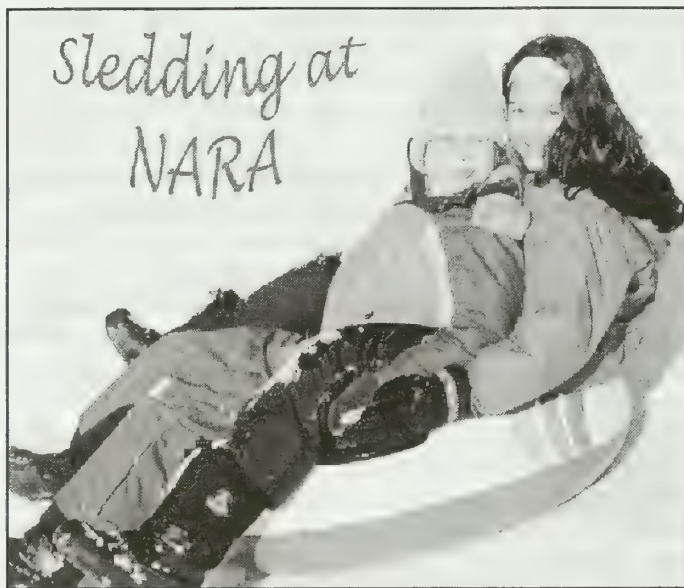
The Acton Recreation Department and Recreation Commission look forward to completing some outstanding projects and to constructing new active recreation field space in 2005. Active recreation in Acton is growing at an amazing rate. We have only begun to address the ever expanding field shortage crisis and hope to offer some viable assistance in this area in the next few years. The Acton Recreation Commission has been working diligently to develop a comprehensive recreation master plan and hopes to complete this valuable document in early 2005.

Finally, a big word of thanks to all the 250+ volunteers that have given of their time this year to assist us at a special event, taught a class, or brought us new ideas. Without volunteers this recreation department would not function as smoothly as it currently does.

Thank you also to the Acton Recreation Commission for their continued enthusiasm and dedication to providing better recreational opportunities to the residents of Acton. Additional thanks go out to the youth sport programs that have dedicated labor and money to improve all fields in town, with minimal cost to the Acton taxpayers. Finally, thank you to the Acton Highway, Municipal Properties and Natural Resources crew for their continued support of the Acton Recreation Department.

2005 will prove to be a dynamic and multi-faceted year for the Acton Recreation Department with opportunities abound for Acton residents.

Acton Recreation Commission
Ron Schlegel, Chairman
Bob Cadogan, Vice Chairman
Alison Gallagher, Member
Matt Lundberg, Member
Sasha O'Connell, Member
Michele Zaremba, Member
Thomas Tidman, Natural
Resources Director
Nancy McShea, Recreation Director
Maura Haberman, Recreation Secretary



Wintertime Activities at NARA Park

TAXATION AID COMMITTEE

The Senior and Disabled Tax Aid Committee (STAC) solicited funds to the voluntary tax relief fund that the town established several years ago. This fund is designed to assist seniors and the disabled in need of property tax relief. Last year, the fund received \$9,000 in contributions from citizens in the town. STAC also reviewed the applications from 23 individuals, many of whom qualified for other forms of relief including Clause 18 abatements. These reviews are performed by the Committee in private and complete confidence is maintained. The Committee disbursed the entire amount of available funds to various needy individuals. Currently the Committee is working to again replenish the fund so that monies will be available again this year.

In addition, other forms of tax relief are available for seniors and veterans. For example, the work program continues to attract a full complement of volunteers who donate their time in jobs for the Police Department, various Departments in Town Hall and the Memorial Library. The Assessors provide outreach to seniors and others to inform them of various programs available under the law that provides some property tax relief. The town has enacted all available legislation that provides tax relief to seniors and this Committee continues to work to lobby for additional assistance from the state.

James Kotanchik
Peter Ashton
Carol Mahoney
Nancy Gerhardt
John Murray
Brian McMullen, staff

PUBLIC CEREMONIES AND CELEBRATIONS

The Year 2004 was another interesting year for the Celebrations Committee. I would like to thank two special people for their time and patience - Christine Joyce and Donna Rochette. For without their help, it would have been very hard to learn the ropes of the Public Celebrations and Ceremonies. On Patriots Day, Citizens followed the Minutemen as they retraced the Isaac Davis Trail to the North Bridge to Concord.

The Memorial Day Parade was successful again this year with bands from the schools, Minutemen, Fire Department Color Guard, Girl Scouts, Boy Scouts, Little Leaguers and Veterans marching in the parade. Lt. Col. Michael Farquhar, USAR Retired, was the Grand Marshal and a large crowd joined in the observance at the end of the parade in West Acton.

Veterans Day was observed at the Town Monument in Acton Center with Chief Warrant Officer 4, Army Retired Joseph F. McBreen as the speaker. The Acton Minutemen presented the history of the flag at this ceremony. All of these events were successful due to the efforts of individual volunteers and civic minded groups that pitched in to help us commemorate the history of our country. The Acton Minutemen continue to take the lead in participating in our celebrations along with the members of the Acton Emergency Management Agency. Both of these groups deserve a big Thank You from the Town for all their contributions.

The Celebrations and Ceremonies Committee needs your help in planning and producing these important celebrations. Please join the Celebrations and Ceremonies Committee and add your talents to our celebrations.

Gail Sawyer
Chairperson



Up To Bat During The Start Smart Baseball Class

THE LOWELL REGIONAL TRANSIT AUTHORITY

The Lowell Regional Transit Authority (LRTA) is one of fifteen regional transit authorities established by the Commonwealth of Massachusetts in 1974 dedicated to the mission of increasing the use of mass transit on a regional basis. Headquartered at the Charles A. Gallagher Intermodal Transportation Center in Lowell, the LRTA provided nearly 1.7 million passenger trips on their fixed route bus service in nine cities and towns in fiscal year 2004. Additionally, the mobility of elderly and disabled citizens is enhanced through the Council on Aging and the LRTA Road Runner program providing approximately 6500 passenger trips in fiscal year 2004. The LRTA serves an area of over 300,000 residents with an operating budget of more than \$6 million annually.

Working with the Acton Council on Aging (COA), the LRTA provides both Road Runner and Council on Aging van service. Town residents aged 60 years and older or those who are disabled may avail themselves of van services that run five days per week. The LRTA provides curb-to-curb transportation service in Acton and surrounding towns on a 24-hour advance registration basis. All vehicles are fully accessible and wheelchair lift-equipped.

Many trip purposes can be accommodated: shopping, medical appointments, visits to the CES Day Care Center, Senior Center activities, social and recreational. The fare schedule is \$1.00 one-way within town, and \$1.50 one-way to Concord and Maynard. Road Runner service may be arranged by calling 1-800-589-5782 or 978-459-0152 and Acton COA Van information is available at 264-9651.

The combined rider-ship in Fiscal Year 2004 was 6500 passengers. Road Runner provided 1,663 trips, while the COA Van accomplished 4,837 trips during FY 2004. Since February 1994, the Acton COA, through the LRTA, has had the use of a 16 passenger, air-conditioned, lift-equipped 1994 Ford EMC van. In 2004, the LRTA provided an 11 passenger 2001 Dodge Maxivan as a replacement for the aging 1999 vehicle. The new Dodge Maxivan does not require a commercial drivers license and is therefore, more easily staffed. The LRTA Road Runner operates an 11 passenger 2003 Dodge Maxivan within the Town of Acton. New vehicles are acquired through the Commonwealth's Mobility Assistance Program, which provides 80% of the cost of the new vehicle, while the Federal Transit Administration provides the remaining 20% matching share.

Respectfully submitted

Don Herskovitz
LRTA Advisory Board

PUBLIC WORKS AND ENVIRONMENT

BOARD OF APPEALS

The Board heard requests for five Variances of which two were denied and three granted. There were three Special permit requests with all three granted. Of the four requests for Petition for Review the Board upheld the Building Commissioner on one, two were withdrawn and the fourth one was partially upheld and partially denied. There were two requests for Comprehensive Permits, one was granted and the other one has not been finalized yet. There was one request for a Flood Plain Special Permit that was withdrawn.

BUILDING DEPARTMENT

New single family dwelling permits increased slightly. Permits for residential additions and alterations have also increased. There were forty-seven new sign licenses, six sign renewals and fifteen special event sign licenses for businesses issued in 2004. As part of the Board of Selectmen's policy forty-nine banner permits for non-profit organizations were issued. During mid-year and due to budget decreases, sign enforcement staff was eliminated.

The Building Department has provided secretary support for the Zoning Board of Appeals since approximately 1989. With the Building and ZBA considered together there has been an 11.8% decrease in staffing while the total amount of permits issued has increased from 1200 in 1986 to just under 1800 in 2004.

The figures for the year ending December 31, 2004 are as follows:

New Residential	36	\$8,468,500
Residential Additions & Alterations	493	\$15,265,055
New Commercial	5	\$1,840,000
Commercial Alterations	67	\$3,164,488
Demolitions	13	\$95,800
Total	614	\$28,833,843

CEMETERY COMMISSION

On the second Wednesday of each month, the Commissioners meet at 2:00 p.m. in the Kennedy Service Building, located on the grounds of Woodlawn Cemetery, which is also where the cemetery office is located. Office hours are 9:00 a.m. - 3:30 p.m., Monday through Friday. We are here to serve you and welcome your inquiries and/ or comments either through a visit to the office or a phone call to: 978 - 264 - 9644.

The Cemetery Commission is responsible for expenditures from the various cemetery trust funds, and oversees the operation and care of the three Town-owned cemeteries: Woodlawn, Concord Rd., Action Center, est. 1738; Forest, Carlisle Rd., North Action, est. 1750; and Mount Hope, Central St., West Acton, est. 1848.

The duties of the personnel of the Department of Natural Resources, Cemeteries, and Recreation include maintaining over 43 developed acres in the cemeteries, routine maintenance and major projects on over 1,500 acres of Conservation properties, as well as routine maintenance and major projects on the 64 acres of recreation areas. At the cemeteries, the maintenance crew constructs all monument foundations, sets flush markers, prepares and plants endowed flower beds, plants, trees and shrubs, prepares for and assists at interments, and maintains their equipment on a year-round basis. Prior to Memorial Day, a potted geranium and an American flag, both supplied by the Public Ceremonies and Celebrations Committee, are placed at the grave of every known veteran. In addition, the Crew Chief and Secretary assist in the selection and purchase of lots, assist Funeral Directors, help visitors locate gravesites, and answer inquiries about rules and regulations. They also schedule memorial/ funeral services and wedding rehearsals/ ceremonies at the Woodlawn Memorial Chapel, maintain the lot and interment records, and do their own billing and receiving.

Woodlawn Memorial Chapel

The Chapel was used for three funeral or memorial services and four wedding ceremonies and their related rehearsals. This beautiful Chapel was constructed in 1937. The Chapel and the land upon which it is located, were given to the Town of Acton by Georgia Etta Whitney and her sister, Sarah A. Watson. Please accept our invitation to view the interior, by calling: 978-264-9644 to arrange a time.

The Cemeteries

As of this report, the Town has been unable to find an affordable alternative for our much needed storage facility.

In the calendar year 2004, we made sixty-five interments. Of these, thirteen were United States veterans and thirty-two were non-residents.

After cleaning up debris shed by the trees during winter and spring storms, and clearing the roadways of the winter's accumulation of sand, the crew proceeded with Memorial Day preparations. Fertilizer and lime were applied and areas were over seeded as needed at both Woodlawn and Mount Hope cemeteries. We are attributing the minimal turf damage caused by the European Chafer grub this year to the prolonged rainy season. It was certainly a relief to see our cemeteries so green again.

With materials supplied by the Recreation Department, the maintenance crew again constructed the two very popular skating rinks on the Woodlawn Cemetery field on Concord Road. In order to obtain ice of a thickness that will support skaters, the plastic liners can not be laid nor the rinks filled, until the ground beneath freezes solidly. While waiting for the water to freeze sufficiently, we post the "no skating" signs. During this period we ask that dogs be kept from walking through the water and that people not test the ice by poking their hockey sticks or skate blades through it, as these are the two activities that cause the most damage to the plastic liners.

In calendar year 2004, the sum of \$87,442.20 was paid to the Town Treasurer to be deposited as follows:

General Fund	\$30,991.20
Cemetery Land Fund	10,025.00
Perpetual Care Fund	46,426.00

Once again, we would like to thank the members of the team that works so diligently to keep your cemeteries in the best possible condition: Tom Tidman, Director of Natural Resources, Cemeteries and Recreation; David Lee, Crew Chief; Nancy Howell, Secretary; Maintenance Men Shawn O'Malley, Michael Jackson, Tom Bailey and Jason Carroll; seasonal workers Brian Crowley, Michael Lesanto, Martin Meterko and Andrew Zubatkin. Their tireless efforts are reflected in the appearance of the cemeteries, recreation areas and conservation areas. We also wish to acknowledge assistance received from the Highway Department, the Department of Municipal Properties, and the Acton Water District.

Charles H. Smith, Chairman
Leslie H. Gerhardt, Secretary
Brewster Conant, Member

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (CPC) is responsible for the administration of the Community Preservation Fund, the selection and recommendation to Town Meeting of projects for funding, and the monitoring of the progress of funded community preservation projects. By statute, Community Preservation Act funds may be allocated to those projects that support the preservation and/or enhancement of open space, historic resources, community housing, and land for recreational use.

The CPC enjoyed great success in 2004, its first full year of operation. With Article 18 on the April 2004 Annual Town Meeting warrant, the Committee recommended ten projects totaling \$630,685, a \$200,000 set-aside for future open space preservation, and funds to cover administrative costs. Citizens at Town Meeting voted overwhelmingly in favor of the full article. Several of the approved projects, such as the restoration of the Town Monument, have already been completed, while others are ongoing.

As of June 30, 2004, the Town raised \$539,863 from the local CPA surcharge for FY 04 and in October 2004 received \$534,467 in State matching funds. Together with \$4,155 interest earned in FY 04, and \$70,972.71 that remained unallocated from the previous year, Acton's total FY 05 Community Preservation Fund balance is \$1,149,457.71

In October, the Committee published its 2005 Community Preservation Plan with updated guidelines and information for applicants seeking community preservation funds. In November, the Committee began deliberations on twelve submissions for funding, plus an open space set-aside. The CPC has reviewed all proposals, solicited legal opinion as to the eligibility of each of the projects, interviewed the respective proponents, solicited input from Town Boards, including the Selectmen and Finance Committee, and sought and received public input. The Committee's FY 05 recommendations are being presented for action by all citizens at the April 2005 Town Meeting.

The Community Preservation Committee generally meets every 2nd and 4th Thursday of the month in the Acton Memorial Library meeting room. All CPC meetings are open and the Committee welcomes public participation throughout the process. Citizens may email the Committee at cpc@acton-ma.gov or contact the Town Planning office at (978) 264-9636 with questions, comments, and feedback. For additional information and to view the current Community Preservation proposals, citizens may visit the Community Preservation page on the Town website at www.acton-ma.gov.

2004 CPC Members:

Peter Berry, at-large, Chairman
Catherine Coleman, at-large, Vice Chairman
Robert Coan, Peter Grover (former), Historical Commission representative
Walter Foster, Board of Selectmen representative
Matt Lundberg, Alison Gallagher (former), Recreation Commission representative
Susan Mitchell-Hardt, at-large
Andrew Magee, Conservation Commission representative
Stacy Rogers, Christopher Schaffner (former), Planning Board representative
Ken Sghia-Hughes, Erin Bettez (former), Acton Housing Authority representative
Nancy Tavernier, Associate
Vacant, Mimi Herington (former), Associate
Roland Bartl, Town Planner, staff support

ENGINEERING DEPARTMENT

On February 25, 2005 David Abbt will be retiring after 40 years of service to the Town. Fortunately for us, he will be available on a consulting basis to provide professional land surveying services to the Department. Maura Haberman has recently accepted a position with the Recreation Department. We are in the process of finding her replacement.

Services

The Engineering Department provides the Town's various departments and committees with civil engineering and land surveying services. During 2004, the Engineering Department worked on the following:

Public Works Projects

- Large culvert construction management - School Street at Laws Brook Road
- Sewer line design and construction management - Independence Road
- Site design and bid package preparation - T. J. O'Grady Skate Park
- Survey, design and construction management - new athletic fields on School Street
- Survey, design and construction management - drainage for athletic fields at NARA
- Survey and preliminary design studies - Commuter Parking Facility
- Survey and design - new sidewalks for Parker Street
- Survey, design and construction management - new bike lockers at the South Acton Commuter Parking Lot

- Design and supervise intersection improvements at the following roads - Agawam/ Quaboag, Mohawk/ Seneca, Taylor/ Coughlin and Arlington/ Homestead
- Wetlands Bylaw filings - Highway Department drainage repair projects on Main Street and Pope Road and the annual road repaving project
- Street layout plan - north side of Elm Street at the intersection with Central Street
- Crosswalk design - Central Street at the Jenks conservation land parking area
- Traffic counts using the Department's electronic counters/ classifiers - six active railroad crossings, within Indian Village, and on Central Street at the Jenks conservation land parking area
- Establish property lines for the Natural Resources Department - the Arboretum and the conservation land between Captain Handley Road and Alexandra Way
- Survey and prepare existing conditions plan - the West Acton and Acton Center Fire Station properties for the Municipal Properties Department

Special Studies

- In conjunction with the Police Department, prepared a five-year Sidewalk Construction Capital Plan for review and approval by the Board of Selectmen
- Prepared cost analysis and agreements for private way plowing
- Prepared the application to the Federal Railroad Administration for the continuation of the Town's Pre-Rule Quiet Zone (train whistle ban at railroad crossings)
- Assisted the Life After NESWC Committee in the preparation of Requests for Proposals to determine the best method of handling solid wastes in the future
- Worked with the Health Department in preparing Request for Proposals, analyzing the proposals received, and in selecting the contractor for the operation and maintenance of the wastewater treatment system

New Development Work

The Engineering Department reviews plans and engineering calculations submitted for approval to various Town Boards. During 2004, the department reviewed:

- Seven new site plans for the Board of Selectmen
- Three comprehensive permits for the Zoning Board of Appeals
- Three new subdivisions for the Planning Board.

The department inspected construction on 12 new roads to ensure compliance with plans and specifications and also prepared road bond calculations for six of these roads.

Ongoing Duties

- Prepare amendments to the Traffic Rules and Orders
- Prepare maps and graphics for other Departments
- Prepare street acceptance articles for Town Meeting
- Maintain and update the Town atlas and other maps
- Maintain and repair the Town's four traffic signals
- Maintain, repair and collect the money from the Commuter Parking Lot meters
- Collect groundwater samples at the landfill
- Issue and inspect street curb cut permits (67 total permits this year)
- Review building permits (617 total permits this year)
- Review sewage disposal permits (149 total permits this year)
- Review "Approval Not Required" plans (13 new ANR plans this year)
- Layout "No Campaigning" setbacks from voting polls

Resident Services

In conjunction with the Planning Department, the Engineering Department attempts to answer questions concerning flood plains, zoning, traffic signs, impacts of new development, property lines and a myriad of other topics. This department maintains files of deeds and property line plans and makes copies for a nominal fee. This service is generally on a walk in basis, however making an appointment will assure the correct person will be available to answer your questions.

Staff

Town Engineer/ Director of Public Works Bruce M. Stamski, P.E.

Engineering Administrator David F. Abbt, P.L.S.
Engineering Assistant III Corey S. York, E.I.T., S.I.T.
Secretary (shared with Planning Dept.)
Maura Haberman

Bruce M. Stamski, P.E.
Town Engineer/ Director of Public Works

HIGHWAY DEPARTMENT

The Highway Department has undergone some major changes this year. In January, Elaine Lawson, highway secretary for nearly twenty-five years left the department to join the staff of the Acton Water District. I want to thank Elaine for the years of dedicated service to the town and wish her the best in the future.

In March Bruce Stamski was hired as Public Works Director. Bruce has been working closely with the Highway Department designing and overseeing many of the department projects. Most recently, he has been reviewing the status of the Town's transfer station and what is in store regarding the future of refuse disposal for the Town.

Snow

Below average snowfall in our area limited the number of times the crews were called upon to plow. Due to the infrequency of major snowstorms, the department was able to catch up on some much-needed maintenance of their snow removal equipment. Plows were sanded, primed and painted and trucks were cleaned as time permitted. Time also allowed the work crew to perform some cosmetic repairs within the Highway Department facility.

Sanding of roads was more common due to the cold temperatures during January and February. Melting periods during the day were followed by icing of road surfaces within hours. Salt and sand supplies had to be replenished many times over the course of the winter. As always, sand and salt are available at the Highway Department for Acton residents. Please exercise caution while entering and exiting the area as vehicles and equipment are prevalent.

Roads

In March, the weather allowed the crews to begin sweeping sidewalks and as April approached sweeping of all town roads commenced. We divide Acton into six sections for sweeping purposes and rotate the schedule annually. Sweeping the roads takes approximately three months. Street signs were repaired and replaced as needed. Drainage structures were repaired and are being cleaned as time allows. Line painting of roads and parking lots was done during the summer.

I am pleased to report that the last roads within the sewer district were finally milled, leveled and resurfaced during the summer. Faulkner Hill Road was reclaimed during the month of August. The process included pulverization and grading of the old road surface, adjusting all drainage structures and a complete resurfacing of the roadway. Berms were installed to prevent erosion of the road shoulders and landscaping completed the project. So far, I am very pleased with the results of this project.

Drainage

Drainage repairs were performed in several areas of town. Subdrain was installed on Hillcrest Drive, Giaconda Avenue and Faulkner Hill Road in conjunction with resurfacing. A short section subdrain was installed on Ladyslipper Lane to prevent an icing problem and several hundred feet was installed at the ballfield at NARA to eliminate a water problem. A steel culvert that was failing on Pope Road was replaced with a reinforced concrete pipe and the headwalls were rebuilt. The major drainage project of the year was the replacement of an aging, substandard culvert under School Street at Cole's brook. A concrete box culvert and catch basins were installed. Granite and concrete headwalls were built along with new guardrails and berms with room for sidewalk expansion in the future. The complete section of roadway will be resurfaced in the spring.

Sidewalks

Throughout Town, many sidewalks were widened and resurfaced. The department renewed the sidewalk on Silver Hill Road in conjunction with the resurfacing project and repaired a section of concrete walkway in Acton Center.

Special Projects

Concrete aprons were formed and poured at the commuter parking lot for the installation of additional bike lockers and bike racks. Guardrail was installed for safety in front of the lockers and brickwork was done on the island where the bike racks were installed. I would like to thank David Abbt and Corey York from the Engineering Department for their help with the assembly and placement of the lockers.

The department formed and poured another concrete apron at the West Acton fire station to support an emergency generator. Slope work was done at the public safety facility and loam and seed was applied. Topsoil and stumps were removed from the site of the future skate park on Hayward Road and the roadway and parking area are being leveled for access to the area.

Several intersections have been reconfigured and stop signs have been installed in approximately two dozen new locations.

Transfer Station

The Town continues to transport approximately 9,500 tons of refuse to North Andover annually. The department continues to accept leaves and Christmas trees for recycling along with many other items at the recycling center. Handouts are available at the transfer station gatehouse that will answer your refuse and recycling questions. The hours of operation and additional information are available on the Town's web site. We urge all residents to recycle.

Recognition

In closing I wish to thank my secretary, Karen Switzer-Neff former secretary to the Planning Dept. who transferred to the Highway Department in February. Karen has become an invaluable asset to the department. I am grateful to all involved in the transition period between the former and the present secretary. A special thank you to David Schmidt of the Finance Department for the hours of assistance and his devotion to making the transition a smooth one.

I would also like to thank all of the other departments for their assistance and cooperation during the year.

As always, I want to thank my assistant Russell Robinson for his dedication and hard work throughout the year. Reductions in personnel have made his daily scheduling of work challenging, to say the least. I commend him for a job well done.

I want to thank the employees of the Highway Department for the many projects undertaken and completed throughout the year. Well done all.

Highway Department Staff

Karen Switzer-Neff, Secretary
Russell Robinson, Assistant Superintendent
Richard Waite, Crew Leader - Highway
Don Hawe, Heavy Equipment Operator
Kevin Farrell, Heavy Equipment Operator
Kevin Baker, Light Equipment Operator
Carl Maria, Light Equipment Operator
Jon Bailey, Truck Driver / Skilled Laborer
Mark Frederick, Truck Driver / Skilled Laborer
Jim Fitzpatrick, Truck Driver / Skilled Laborer
Ken Lane, Crew Leader - Transfer Station
Craig Kellogg, Heavy Equipment Operator - Transfer

Station

Robert Mallard, Landfill Checker - Transfer Station
Charles Willett, Lead Mechanic
Sam Bell, Equipment Repair Person
William Wilkie, Equipment Maintenance Person
David J. Brown, Highway Superintendent

LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee is a volunteer sub-committee of Acton's Conservation Commission responsible for the care of over 1650 acres of Acton's conservation lands. Most of our work is maintaining the conservation lands: brushing out the trails, removing blowdowns, mowing meadows, installing and repairing bridges and walkways, supplying maps to kiosk map boxes, removing trash and cleaning up vandalism.

One new conservation area was added this year: a canoe launch on the Assabet River, off route 62. We took on some new work at the Acton Arboretum: blazing the current trails, and extending an access trail from Wood Lane to Concord Road. We installed two informational panels near Wills Hole bog, based on research done by 5th grade students at the Merriam Elementary School. The cost was offset with a generous grant from Tufts University. We dealt with encroaching beaver-dam water levels by rerouting a couple of trails, and by installing some water-level control devices ('beaver-deceivers').

We added a short new trail to highlight some interesting stone piles in the Spring Hill area, and started a collaboration with the New England Antiquities Research Association to restore an old stone chamber in the Nashoba Brook area.

We worked with volunteers from the Acton/Boxborough Junior High and High School on a number of projects, including a major restoration of an invasive-plant-filled meadow in the Nagog Pond area. We continued our program of documenting vernal pools on conservation lands.

Outside of the woods, we continued our outreach and education efforts by sponsoring a well-attended talk on blue-birds, by meeting with representatives of neighboring towns to explore possible inter-town trail connections, and by providing representatives for the Morrison Master Plan Steering Committee and the Sculpture Park Proposal Advisory Committee. We also sold most of the rest of our new full-color guidebooks (available for \$10 at the Natural resources Department at Town Hall) and are preparing for a reprinting.

To learn more about the LSCom or to volunteer on our trail projects, visit our website at <http://www.acton-ma.gov/LSCOM/> or email us at lsc@acton-ma.gov

Land Stewards:

Charlie Carlson, David Cochrane, Andy Gatesman, Bob Guba, Maura Herlihy, Gigi Hopkins, Philip Keyes, Peggy Liversidge, Linda McElroy, Nan Millet, Cyril Murphy, Rich Rhode, Ann Shubert, Jim Snyder-Grant, Laurie Ullman, Paul Wasserboehr,

MUNICIPAL PROPERTIES

The Municipal Properties Department discharges the following duties:

1. Design, construction, maintenance, utilities, and management of all Town buildings, except those controlled by the School Department.
2. Development and maintenance of the Town Common, roadsides, and landscaped areas.
3. Management of street trees as provided in MGL Chapter 87, and management of Public Nuisances related to shade trees, as provided in MGL Chapter 132.
4. Technical expertise as needed for site plan and subdivision reviews and inspections.
5. Assistance to other departments as needed in the areas of purchasing, land management and construction.

Vegetation Management

This year two hundred and eighteen dead or dangerous street trees were removed. Sixty street trees were pruned to reduce hazards, and one hundred and eighty tree stumps that presented traffic hazards were ground out below grade. Six hazardous trees from Conservation Land were removed at the request of the Natural Resources Director.

One hundred seedlings were planted in a nursery bed at the Acton Arboretum for eventual replanting in public areas around town. Twenty-five hybrid Lilacs were obtained and planted at the Arboretum. The Department planted one replacement London Plane on Arlington Street, three Japanese Tree Lilac at the commuter parking facility, and six Spruce as a buffer planting at one of the sewer pump stations. Department staff installed plantings donated by the Acton Garden Club at the Memorial Library.

Approximately sixty miles of road shoulder were mowed with the side arm mower or brush hog, and twelve areas were cut back with chain saws. All intersections and sidewalks were checked and trimmed back as needed to alleviate traffic hazards. Poison Ivy growing along the Rights of Way in numerous locations was sprayed with a selective herbicide.

The Department responded to storm related tree damage calls on eleven dates; in many instances this involved multiple trees.

NSTAR Electric contracted with Aslundh Tree Experts to perform line trimming on one electric circuit in South Acton. NSTAR also presented the Town of Acton with a certificate for \$1,000 in trees and shrubs, to be planted at the Public Safety Building.

The major cause of street tree death in Acton continues to be Ash Decline; believed to be caused by a mycoplasma like organism, or M.L.O., which is believed to be transmitted by a leafhopper. The disease is always fatal within one or two years when it infects drought stressed ash trees.

In addition to the high mortality rate of White Ash trees, there are two other areas of concern. The confirmed presence of the Hemlock Woolly Adelgid here in Acton is a concern for home landscapes and conservation areas. This is an invasive alien insect, introduced into North America from Asia. This sucking insect infests Canadian Hemlock (*Tsuga canadensis*), and almost always leads to the death of the tree within three to five years, if left untreated. The second major concern is the Asian Longhorned Beetle, which can cause extensive heartwood damage and structural failure of hardwood species. This insect originates in China, and has been accidentally imported in wood dunnage such as freight pallets. As of this point the insect has not been identified in Massachusetts, but the potential for widespread damage exists since we are located close to a port city and have extensive hardwood forests.

All subdivisions, cluster developments, and commercial site plans were reviewed for compliance with local landscaping standards.

Facilities Projects

Construction of the new Public Safety Facility, designed by Jacunski Humes Architects LLC, and under contract with Baybutt Construction Managers, Inc., is proceeding on budget and on schedule. Occupancy of the dispatch portion of the building is expected in March of 2005, and the entire facility is expected to be completed by late spring. Site landscaping by the Highway and Municipal Properties Departments has begun. Due to the energy efficient design developed by the Jacunski Humes Architects, LLC and Ganteaume and McMullen, Inc., NSTAR Electric has awarded the town \$16,950 in energy incentive funds, which will be applied to the project. A number of citizens and businesses have fully funded a helicopter landing pad to be constructed at the rear of the site, to be used for emergency operations. The Director is acting as Project Manager for this facility, assisted by Gary Jarowski and Laurie Livoli acting as Clerks.

There were a number of repairs and upgrades in our public buildings in 2004.

Community Preservation Act funding was approved at Town Meeting to restore the Isaac Davis Monument. Construction specifications were completed by Turk, Tracey, & Larry Architects, LLC, the project was put out to bid, and the contract was awarded to Thompson Waterproofing, Inc. Work, involving cleaning and pointing of masonry, was completed in the fall, with landscaping performed by town staff.

The Department undertook substantial energy efficiency upgrades in the Town Hall, Public Works Facility, Senior Center, West Acton Library, Woodlawn Service Building, and all three Fire Stations, utilizing a program set up by NSTAR Electric. The value of the upgrades was \$36,569, of which Acton's portion was \$7,314. The lighting levels of the buildings were improved, and the projected energy savings are 57,711 KWH per year.

Traffic bollards at the main entrances of the Town Hall and the Memorial Library were installed by the Highway Department to prevent accidental or deliberate ramming of the doors.

Ganteaume and McMullen, Inc., prepared mechanical, electrical, and plumbing condition reports and cost estimates for all three Fire Stations. These reports will be used for long term budget purposes. Extensive renovations of the existing buildings will be performed after the long awaited North Acton Fire Station is funded, designed, and constructed.

Turk, Tracey, & Larry, LLC, conducted a survey of the condition of the Town Hall slate roof, which is original to the 1864 portion of the building. An application for Community Preservation Act funding to replace the roof was prepared and submitted, and hopefully funding will be approved at the 2005 Annual Town Meeting.

Littleton Electric Light Department continues to serve as the town's vendor for streetlight repairs, and the contract was renewed for another five years. Streetlight outages and requests for new lights should be submitted to the Municipal Properties Department.

The Towne Building was completely winterized, as it now appears that state procurement issues will delay the conversion of that building to affordable housing for the foreseeable future.

New flooring was installed in portions of the Public Works Building. This building is now over thirty years old, and a number of upgrades still need to be performed to keep it adequate and functioning.

The Highway Department installed a ramp to the front entrance of the Food Pantry at the Windsor Building, and prepared a concrete pad to receive the surplus generator from the Police Station.

Despite the list of repairs noted above, the budget cutbacks have created some serious long term maintenance issues. Day to day custodial care of our facilities has suffered due to the loss of one quarter of the Building Maintenance crew due to a layoff in 2003. A number of capital projects, such as painting of Town Hall, have been delayed repeatedly, which will accelerate the deterioration of the building. The shutdown of the capital plan also impacts vehicle replacement, which will result in an unreliable fleet, longer response times in storms, and eventually a major purchase of many units at once.

All members of the Department received additional training as needed to maintain licenses and certifications. For example, all employees who apply pesticides attended training workshops sponsored by the University of Massachusetts. The Director served as immediate Past President of the New England Chapter, International Society of Arboriculture.

In closing, I would like to thank the various civic organizations, volunteers, and Town departments who have assisted this Department in the past year. As always, a great deal of credit should be given to the hard work and dedication shown by the Municipal Properties staff:

Andrea MacKenzie, Secretary
Malcolm MacGregor, Grounds Crew Leader
Dayle MacGillivray, Building Maintenance Crew Leader
David Walsh, Groundskeeper
Brian Kissane, Groundskeeper
James Howells, Building Maintenance
Steve Gray, Building Maintenance
David Porter, Seasonal

Dean A. Charter
Municipal Properties Director
& Tree Warden

NATURAL RESOURCES

The three divisions of the Natural Resources Department were hard at work this past year maintaining the Arboretum, our three cemeteries, recreation fields, NARA and working along side our Land Stewardship Committee to take care of Acton's 1,600 acres of conservation land. As always our maintenance crew did a wonderful job keeping up appearances on all of our properties, nevertheless our crew of four could not do this work alone, much thanks goes out to the Friends of the Acton Arboretum and of course our Land Stewards.

Residential development in Acton continues to move along at a steady pace, keeping our dedicated Conservation Commissioners busy enforcing the Wetlands Protection Act and Bylaw. This past year 53 applications came before the Commission. The Commission bid farewell to two long-time Commissioners, Peter Berry and Barbara Smith. Peter continues to volunteer his time as the Chair of the Community Preservation Committee. Along with all of her many contributions to the Commission, we especially thank Barbara for her hard work helping to prepare the Open Space and Recreation Plan.

The Natural Resources office staff spent time advancing some very interesting projects. Some of the notable, high visibility projects, in the works were the completion of the Bruce N. Freeman Memorial Bike Path Feasibility Study, a successful Community Preservation Act application for the Morrison Farm Study and the development of the bid package for the T. J. O'Grady Skate Park to be constructed in the spring of 2005. In addition to developing grant applications and administering the Wetlands Protection Act, staff leads many conservation land nature walks and spent more than 20 hours teaching in elementary school classrooms.

Two other projects of significance this past year were the successful completion of the Acton Stream Awareness Project; you've all seen the colorful signs up around town identifying Acton's streams. Brochures were also produced designed to heighten everyone's awareness to the importance of protecting our water quality. A second exciting project was the development of a self-guided tour for the Arboretum due to be made available to the public in the spring of 2005. Each of these projects was the result of a cooperative effort between a highly motivated group of volunteers and town staff. Special thanks to Mary Michelman and Dick Hatfield on the Stream Awareness Project and to the dedicated members of the Friends of the Acton Arboretum on the self-guided tour pamphlet.

As always the success stories mentioned above result from the combination of a dedicated staff and wonderful volunteers, thank you to everyone involved. Special thanks to the Land Stewards, Friends of the Acton Arboretum and the Conservation Commission.

Conservation Commission
Jeffrey Rogers, Chair
Terry Maitland, Vice Chair
Andrew Magee, Member
Julia Miles, Member
Michael Eder, Member
Susan Phoenix, Member

ANIMAL INSPECTOR REPORT

During the past year, 26 animals were quarantined for rabies. The animal quarantines consisted of 13 dog and cat bites where there was human contact. Additionally, 13 domestic animals were quarantined for possible exposure to rabies from wildlife other than domestic animals. All quarantined animals were quarantined for the prescribed period of time necessary to determine the animal is free of the rabies virus.

I inspected five barns in Acton and all were found to be in order. From the barn inspection census, farm animals number 52 horses and one pony.

Respectfully,

Patrick H. Palmer

BOARD OF HEALTH

The Board of Health continued to meet and deal with many significant public health and environmental issues during 2004. Of particular importance to the Board was the successful implementation of several public health programs including: Self-Esteem/ Parenting Course, Hand Washing Awareness, Rabies Awareness, Skin cancer Awareness and the beginning of a Community Health Assessment. Other highpoints were the continued excellent operation of the Middle Fort Pond Brook Sewer Treatment Plant, the continued hearings on W. R. Grace's request for an irrigation well moratorium, the Non-Point Source Pollution Control Devices Program, the Comprehensive Water Resources Management Program, the Stormwater Phase II Program, the Region 4A Bioterrorism implementation, the resumption of participation in the Westford/ Tyngsboro/ Acton Tobacco Alliance in spite of a reduction of staff due to budget shortfalls.

The Health Department successfully implemented a grant from the Leahy Hospital by training town staff to administer seminars for parents who wished instruction on discipline and self esteem issues regarding their children. In the fall one of the trainers working with the Town's consultant conducted the first eight-week training seminar with almost a dozen parents. The seminar was well received by the participants and positive feedback has convinced the department that subsequent seminars were both viable and necessary.

In collaboration with the Memorial Library, the Health Department worked with children groups to provide Hand Washing Awareness and Rabies Awareness. In collaboration with the Recreation Department, the department worked with children and adults to provide Skin Cancer Awareness.

In June of this year the department was successful in obtaining a grant from the Department of Public Health to begin the development of a community Health Assessment. With funds from the grant the department hired Jennifer Atkinson, a graduate student from UMass, to establish the framework for the assessment. Stakeholder groups were identified and contacted. Meetings were held with stakeholders to determine the parameters for an assessment. During 2005 the department will seek additional grants to try to develop the Community Health Assessment further.

The Wastewater Treatment Plant continues to meet or exceed the extremely high treatment levels for subsurface effluent discharge. These treatment levels are a standard far greater than either the permit requirements or the design expectations. The Operation and Management of the Wastewater Treatment Plant was submitted to competitive bidding this summer. The responses to the Request for Proposals were very attractive and beneficial to the Town. After a lengthy period of analysis Woodard & Curran was chosen as the best responder and was awarded the bid. The department looks forward to working with Woodard & Curran through the course of the five year contract.

This summer the department received copies of the Public Health Risk Assessment and the Baseline Ecological Risk Assessment for the W. R. Grace Superfund Site located on Independence Road. The Board of Health hopes to use this information in regards to W. R. Grace's request that the Board place a moratorium on all wells within 500 feet of all identified contaminant plumes from the W. R. Grace property. The Board has placed an administrative hold on all irrigation well permits in September of 2002. Both the Board and Department have commented on these plans and have requested that additional information be provided. However, by this year's end, despite the numerous public hearings, the Board had not yet reached a final decision. The Board anticipates a final resolution to W. R. Grace's request to be in place by late summer of 2005.

The Board of Health's study of Non-Point Source Pollution Control devices, which is part of an EPA grant, is reaching its final stages. Construction work for a vegetated wetland at NARA is scheduled to be completed in 2005. It is anticipated that this will be a valuable test case for wastewater trading programs that are being promoted as a means for communities to meet the requirements of the Phase II NPDES Program.

This year the Town was required to file its first compliance report with EPA for its NPDES (National Pollution Discharge Elimination System) Storm Water Phase II Permit. The department enlisted the assistance of a post-graduate student from Tufts, Nicole Laguerre, to develop a reporting mechanism for the Town.

By year's end she was able to provide a paper on "Developing a Systematic Way to Coordinate Information and Foster Communications in Regards to Storm Water". Her recommendations are anticipated to be implemented during 2005.

The larviciding and stream management program implemented by Central Massachusetts Mosquito Control Project (CMMP) continues to address the health impacts from mosquito population. The West Nile Virus, previously found in other parts of the state, was first identified in Acton birds in 2001. The CMMP conducted stream clearing throughout the Town and began complaint spraying in June. With the experience of the deaths in Massachusetts linked to the West Nile Virus the board intends to remain vigilant on this issue.

For the tenth year, two Hazardous Waste Days were conducted in May and in September. Over 900 residents participated in these two days. The collection of CRTs (Cathode Ray Tubes) as hazardous waste has added significantly to both the amount of waste collected and the time required to collect the waste. However, every resident who arrived during the collection time was able to rid themselves of their household hazardous waste and the wait for service was held to the minimum.

The Health Department sponsored Food Service trainings in conjunction with RJH Consulting Services. This allowed all of the Town's food vendors to receive the mandatory training as required by State Law. The trainings were well attended and all food vendors within Acton have current certifications in great part because of these training sessions.

With the establishment of federal funds to assist regional efforts to respond to Bioterrorism threats, the Health Department became very involved with the planning efforts of Massachusetts Public Health Region 4A. This group of 34 communities bordering the Route 495 corridor developed a plan that provided emergency equipment and communications for every health department. They also began the process of developing a Regional Emergency Response Plan. By year's end MAPC had been contracted to develop a comprehensive plan that would have GIS applications.

This year with the assistance of the Westford/ Tyngsboro/ Acton Alliance, the Health Department successfully received funding from the State to re-start a program of conducting tobacco compliance checks for all stores that sell tobacco products on a quarterly basis. Tina Grosowski will again take on the responsibilities of checking stores for sales of tobacco to underage buyers. The Board will continue to work with the School Department to find better controls in bringing compliance to the no smoking regulations required for activities on school grounds.

Due to budget restrictions the department lost the services of a part-time Sanitarian. This position was responsible for collecting water samples from the Town's streams on a quarterly basis and the Town's monitoring wells on a monthly basis. The workload will be spread among the remaining staff and a reassessment of priorities will be conducted to determine how the public health can best be protected.

At year's end a major issue developed when the flu vaccine providers were unable to deliver the required amount of vaccine to protect the same populations as in past years. Due to this issue, new guidelines were developed by the Federal and State governments restricting access to flu vaccine. The Nursing Service was extremely effective in notifying all residents that were eligible for flu vaccine and by year's end had inoculated all identified at risk populations.

This fall the department submitted a proposal to the Community Preservation Committee for the establishment of a repository for the Archaeological finds at Pine Hawk. The artifacts found at Pine Hawk range from 3,000 to 7,000 years old and consist mostly of projectile points and tools. The department is hopeful that the establishment of a repository would make the artifacts more accessible to the public and help provide the Town with a better understanding of its past.

The Board of Health, in conjunction with the Massachusetts Health Officers Association, sponsored a series of educational seminars about innovative onsite wastewater treatment systems. These seminars included information from companies like BioMicrobics, Siegmund Environmental Services, Clearwater Recovery Systems, Wastewater Technologies, and Waterloo Biofilter Inc. These seminars were well attended by local Board of Health agents from nearby communities, local system installers, and local civil engineers.

In November a member of the Health Department staff, Brent Reagor, presented a paper on the unique method developed by the Department for managing water quality throughout Acton. The paper, entitled "Small-Scale Microwatersheds as a Water Quality Management Tool" was presented at the Water Environment Federation's 77th Annual International Educational Conference and Technical Exposition in New Orleans, LA.

The Board of Health extends its thanks to the following members of other departments who helped in the past year: Tom Tidman, - Natural Resources, Gary Rhodes - Building Department, Bob Craig - Fire Chief, Roland Bartl - Planning Department, Dean Charter - Municipal Properties, Bruce Stamski - Engineering, David Abbt - Engineering, and Nancy McShea - Recreation. They wish Ed Ellis the very best on his well-earned retirement for the Town Clerk and look forward to working with his replacement, Eva Bowen. The Board regrets the departure of Don Lapierre as an Agent due to budget cuts. The Board welcomes back Tina Grosowski as Tobacco Inspec-

tor from the Westford/ Tyngsboro/ Acton Coalition. The Board appreciates the service given by former member Bob Matusow and welcomes Joanne Bissetta on the Board and Pamela Harting-Barrat as an Associate.

William McInnis, Chairman
Mark Conoby, Member
Robert Oliveri, Member
Roxanne Hunt, Member
Pamela Harting-Barrat
Kathy Block, Associate
Rita Dolan, Associate

DOG OFFICER REPORT

During the past year I received 236 calls regarding dog problems throughout Acton.

The majority of these calls were solved over the telephone. Owners claimed all but one dog that was picked up this year. The one unclaimed dog was held for the necessary 10-day period then was brought to The Lowell Humane Shelter after it was determined that their owners could not be found.

Additionally, six dog by-law citations were issued to dog owners who permitted their dogs to roam freely and become a nuisance to others.

Respectfully,

Patrick Palmer

EMERGENCY MANAGEMENT AGENCY

The Acton Emergency Management Agency (AEMA) organization consists of the following: Communications/ R.A.C.E.S. (Ham Radio Operators). Auxiliary Fire Department, Rehab Team, Shelter Management and Explorer Post #7. All the members are expected to take First Aid and CPR so that their training is always up to date. Our members provide First Aid, Communications and logistical support at many of our town's celebrations, including Patriots Day, Memorial Day, Fourth of July, NARA, Octoberfest and other events.

Throughout the year some members of the Agency take courses through the Federal Emergency Management Agency (FEMA) and Massachusetts Emergency Management Agency (MEMA) at no cost to the town.

Our members provide many volunteer hours to the town, not including regular meetings, and training. A special thanks go to these dedicated volunteers who make it possible to provide the various services to the Citizens of Acton. Without their support the Agency would not be able to assist the public when needed.

The Acton Emergency Management Agency maintains two literature racks that display brochures from the Federal Emergency Management Agency and the Massachusetts Emergency Management Agency. These racks are located in the Acton Memorial Library and the Acton Town Hall. Citizens are encouraged to take these free brochures. We would like to thank the Acton Memorial Library and the Acton Municipal Properties for their continued support in this project.

We would like to thank the Acton Fire and Police Departments along with the Acton Nursing Service for their cooperation and continued support. We really appreciate the Acton Highway Department for keeping our vehicles in running condition and Municipal properties for the upkeep of the building.

This year we have been incorporated into the town computer system. Thanks to Mark Hald and Chris Kapusta of the Information Technology Department for all the hard work.

The agency is ready to respond to help make a difference in time of need and are available 24 hours a day. We may be contacted by calling 978-264-9655 and leave a brief message along with your telephone number. A member of the Agency will return the call as soon as possible.

We are always happy to accept applications for more volunteers. Use your skills to help your Community, for more information please call us at your convenience and leave a brief message. We will return your call as soon as possible.

Members of Acton Emergency Management

Aderer, Alex K1E1U - R.A.C.E.S./ Communication
Campbell, Seth E - Member
Chaimers, John J - Member
Constantzos, Hector P - Member
Day, Deborah L - Member
Hilfer, Eric KB1HQN - R.A.C.E.S./ Communications
Ingram, Connie Sue - Shelter Specialist
Ingram, Robert W - Warning Officer
Johnson, Don P - Director
Jones, Ann E - Shelter Specialist
King, Laurie
Landry, Carole L - Secretary

Landry, Charles J - Deputy Director, Shelter Manager
McGovern, John P - KB1HDN R.A.C.E.S./ Communications

Murray, John E - Director
Northup, Shelley N1VJE - R.A.C.E.S./ Communications

Northup, William N1QPR - R.A.C.E.S./ Communica-
tions
Ouellette, Chris KB1ICG - R.A.C.E.S./ Communica-
tions
Reilly, Anne M - Dispatcher
Reilly, Edward F KB1ICI - R.A.C.E.S./ Communications,
Transportation/ Equipment Officer
Sawyer, Gail L KB1ICF - R.A.C.E.S./ Communications,
Deputy Director/ Explorer Advisor
Simon, Susanne L - EMT/ Member
Telsey, Steven W N1BDA - R.A.C.E.S./ Communica-
tions
Walker, Carlton, Jr. W1OSL - R.A.C.E.S./ Communica-
tions

ACTON AUXILIARY FIRE DEPARTMENT

The Acton Auxiliary Fire Department is a division of the Acton Emergency Management Agency. It is comprised of a group of dedicated volunteers who donate their time and efforts to provide support services to the Town of Acton during times of emergency as well as during day-to-day operations.

The department is on automatic response to all Acton Fire Department box alarms, providing lighting as well as other support services. One of the most important of these services is "rehab" or establishing a rest and rehabilitation area for the personnel at a working fire or similar event. We are equipped with portable generators and lighting as well as other necessary equipment.

We would like to say thank you to all those who have supported and assisted us throughout the year. From the Highway department that has maintained our vehicles, to the Fire and Police departments that requested our assistance, but mostly to the residents of the Town of Acton for allowing us to provide these services.

The Auxiliary Fire Department meets on the 2nd and 4th Mondays of the month at the Emergency Management Building on the corner of Rt. 27 and School St. in South Acton. Department membership is open to all individuals over the age of 18 who live or work within a 10-mile radius of the Emergency Management Building and that have a genuine desire to help others though volunteering.

Respectfully submitted,

Edward F. Reilly,
Captain
Acton Auxiliary Fire Department

ACTON FIRE DEPARTMENT

Once again we were fortunate that 2004 was not a year of a significant number of fire losses. We were also fortunate that there were no significant injuries or deaths that occurred as a result of fires. One specific fire of note occurred on School Street to a residential structure with an attached barn. Fortunately fire department personnel were able to respond rapidly to extinguish the fire prior to major involvement of the structure and adjacent structures. As has occurred numerous times in the past, this fire as well as other fire and emergency incidents, point out the critical need to maintain proper staffing coverage and adequate station coverage for anticipated fire and emergency responses. I focus on this as the Town, once again, is facing an extreme budget situation that may well compromise public safety if proper funding is not appropriated for the upcoming budget year.

Many of our citizens may not realize the diverse, comprehensive and continually expanded services provided by our personnel in areas other than emergency responses. Some of these are highly visible such as the presentation of Public Education programs. Some of the services are not always seen or noted such as the two occasions during the course of the year when roofs of structures were opened up by falling trees and fire department personnel secured the structures under adverse weather conditions while working off the end of the aerial ladder. My point is that these personnel and the equipment that they operate are vital to the safety, health and well being of the citizens of the Town. Their expertise and performance is immeasurable in many circumstances, which may seem as routine to some and emergencies to others.

Following is a brief synopsis of the highlights and changes that occurred with the Acton Fire Department for the year 2004.

Personnel

In 2004 we hired four new Firefighter/EMTs to fill existing vacancies. They are FF/EMT's Will Rolfe, Nick Pentedemos, Ed Daigneault and Joshua DeFelice. Each has varying degrees of prior experience with other fire departments and all will attend the Massachusetts Firefighting Academy. As you may notice in the citations in this report, these individuals have already enthusiastically brought their talents and interests to their new careers as full-time FF/EMT's with this department.

The fire station flags flew at half-staff in honor for the death of E. Wilson Bursaw. Mr. Bursaw served as a call firefighter from 1940-45 stationed with the Acton Center Fire Company.

Apparatus and Equipment

As approved by the Annual Town Meeting, plans were undertaken to bid, purchase and equip a new engine for the department. A committee was established and chaired by Cap-

tain Carl Robinson. Committee members included FF/EMT's Scott Morse Robert Sabourin, Sean Sheridan, Ken Carroll and Firefighter Jim Young. These individuals were also assisted by many other firefighters as well. After much evaluation and deliberation, specifications were developed and bids solicited. The successful bidder was Ferrarra Fire Apparatus Company with completion and delivery of the new engine due by the end of February 2005.

Another item of note is the interest and effort of the firefighters in the restoration of two matching antique fire engines owned by the Town. The firefighters have done most of the research and initial inquiries to begin this restoration work which will be an on-going project to restore the 1936 Reo Fire Engines to a point where they can be used in parades, public celebrations, and educational activities. As much of the work as possible will be done by the firefighters. Funding is by private donations, kicked off by the Firefighters Union with their own monetary donation. In addition, funds for the project have been applied for as part of the Community Preservation Act.

During the past year Captain Carl Robinson continued in the position of Maintenance Officer for the department. Captain Robinson was assisted by FF EMT Scott Morse. Their efforts were very much appreciated and they as well as other firefighters assisted in maintaining our fire apparatus in a service ready condition. Major maintenance and regular service continues under the capable direction and control of the Acton Highway Department mechanics.

Facilities

As mentioned in previous reports, the fire stations continue to be maintained in good condition, for their age, by on-duty personnel. They are definitely in need of restoration and renovation at this point and hopefully that project will commence sooner rather than later. Once again, on-duty personnel have done many interior painting projects during the course of the year, led in this effort by FF/EMT Jared Crowley.

Captain Robert Vanderhoof, and members of the Dispatch Task Force for the New Public Safety Facility, Captain George Williams and Firefighter Robert Sabourin and Call Firefighter Robert Puffer, worked hard on the plans for the Joint Dispatch Center. The facility is scheduled for completion in the spring of 2005. The transition to joint dispatch involves not only the purchase and installation of specialized equipment but also the training of dispatchers to handle the new joint public safety dispatch functions.

Emergency Medical Services

The Acton Fire Department Emergency Medical Services division experienced an increase in response activity. In 2004, there was a total of 1,350 EMS responses, an increase of 6% from 2003 and an overall increase of 11 % since 2001. With increasing

population and building development, EMS services will most likely continue to increase in the coming years.

The Fire Department's 37 Firefighter/EMT's (Emergency Medical Technicians) and five First Responders received continuing education and training throughout the year to maintain skills and certification needed to provide quality medical care to the residents of Acton.

Acton's only ambulance, purchased in 1999, is experiencing wear and is in need of replacement. It is starting to experience several periods of "down time" due to mechanical problems. The Department of Public Works mechanic is credited for keeping the ambulance "down time" to a minimum.

Acton is very fortunate to have a Fire/EMS service so dedicated and caring to all it serves. Our Fire\EMS personnel provide the highest level of quality care to residents and will continue to do so in a professional manner.

Acton has maintained a long-standing relationship with Emerson Hospital in Concord, which provides an ALS or Paramedic service that is part of a coordinated, multi-tiered emergency medical response system.

Our EMS activities continue to be supervised in exemplary fashion by Captain Robert Vanderhoof, our EMS coordinator. Captain Vanderhoof is assisted by FF -EMT Robert Wetherbee. Both men are dedicated to providing the highest level of emergency medical care for our citizens. Their efforts often go above and beyond what they are called upon to accomplish. It is this "home town" spirit that continues to drive the efforts of the department in providing this high level of care.

Emergency Preparedness

During the year there were not any incidents of terrorism that directly impacted the Town. We continue to seek funds and training for equipment for our personnel to plan and train for any potential impact in this area. In this regard FF/EMT Anita Arum received additional specialized training towards this effort as part of her assignment with the regional Hazardous Materials Response Team and the Urban Search and Rescue Team. Due to her responsibilities and expertise in this area she was deployed to Florida and other southern states as part of the Federal effort to assist during a very active hurricane season.

Fire Alarm

Our Fire Alarm Superintendent Captain George Williams assisted by Firefighter Forrest Bean continued to maintain the municipal fire alarm system in a ready and reliable state. During the past year there were six master fire alarm boxes and one street box added to the municipal fire alarm system. In addition this division was busy re-cabling several circuits of the system. The fire alarm division also worked to transfer certain portions

of the municipal fire alarm system to allow for the receipt and dispatch of fire alarms from the new joint dispatch center at the Public Safety Facility. Our Fire Alarm Superintendent, Captain George Williams, continued to meet with and participate with the Dispatch Task Force formed under the Public Safety Facility committee to facilitate this transition process. Relative to this endeavor I would also like to mention and thank FF/EMT's Brian Richter and Brent Carter who update and maintain the street map information used by the fire, as well as, the police department. This information will become even more critical as we enter into a joint dispatch arrangement.

In addition to new construction and required repairs to the municipal fire alarm system the fire alarm division also worked to review specifications and facilitate the purchase of a replacement fire alarm repair truck. This project is expected to be completed in the near future. The fire alarm division also remained busy installing and removing the overhead banners that announce various community and civic activities. This year there were a total of forty-six banners that were displayed and then taken down.

Fire Prevention

The Student Awareness of Fire Education (S.A.F.E.) Program is a state initiative to provide fire and life safety education programs in grades K-12. The mission is to enable students to recognize the dangers of fire and other hazards. S.A.F.E. instructors attend initial training through the Massachusetts Department of Fire Services in order to become Certified Public Fire and Life Safety Educators. In order to be effective educators, we attend In-Service training to remain up-to-date with current topics and innovations, and taking steps to improve curriculum development and classroom presentation skills.

In Acton this program is taught by the Public Education Committee: Lt. Jack White, FF/EMT Tom Wallerstein, FF/EMT Anita Arnum, FF/EMT Richard Sullivan, FF/EMT Ken Carroll, and FF/EMT Will Rolfe. This past year our committee has had the opportunity to teach classes for many elementary school children, mostly kindergarten through 3rd grade, reaching well over 500 children. This was accomplished through teaching classes directly, participating in assemblies and arranging fire truck visits to the schools and daycare facilities in Acton. We have participated in the health classes at the Junior High School assisting with CPR and First Aid training and other emergency procedures. S.A.F.E. has made public appearances at the West Acton Oktoberfest, held in conjunction with the successful Fire Department Open House.

In the first nine years of the S.A.F.E. Program the State has honored more than 185 children who have used the lessons they learned in school through the S.A.F.E. Program in real life emergencies. We call these youngsters who remained calm in a difficult situation, our "Young Heroes". Many families claim they are alive today because their youngsters "made" them install

smoke alarms and practice a home escape plan, or reported an emergency. There is no way of counting the tragedies that never arose as a result of the same lessons. It is our hope that with continued S.A.F.E. classes in Acton we can remain in this anonymous group.

In addition to these public education efforts, there were also eighty-five commercial and one hundred and fifty-three residential plan reviews and resultant inspections of these occupancies conducted during the course of the year. The majority of these reviews as well as other code enforcement activities were conducted by Firefighter/EMT William Klauer who continues to serve as our fire inspector.

During the year relative to the field of fire and arson investigation, Firefighter/EMT James Ray was assigned as the Lead Fire Investigator; FF/EMT William Klauer and Firefighter Bruce Stone were also assigned as fire investigators. These individuals often work with and/or are assisted by investigators from six other area fire departments that operate as a regional fire investigation team. This regional team happens to be one of the few in the state and has earned the respect of many for their efforts and expertise. In the course of their duties and investigations they ably and competently interact directly with State Troopers assigned to the State Fire Marshal's Office as well as local law enforcement officials.

Hazardous Materials

There were no significant hazardous material incidents to report during the course of the year. FF/EMT Anita Arnum continued to train and operate as a member of the District 14 Regional Hazardous Material Team. In this capacity FF/EMT Arnum also attended specialized training activities to enhance the capabilities of this capable and essential team.

Training

A major focus of our departmental activities continues to be training. We are constantly trying to increase, upgrade and or enhance this vital fire service function. During the first part of the year, Lt. Robert Smith continued to direct this critical operation and his efforts were appreciated. The training division experienced a change in leadership with the assignment of Lt. Robert Hart as the Training Officer. Lt Hart will be assisted by FF / EMT Sean Sheridan and FF / EMT William Klauer in the year to come. During the year we continued many of our drills conducted on an in-service basis for on-duty personnel.

Major training highlights include: FF/EMT's Rolfe, Daig-nault and Pentedomo's entry into the firefighter recruit training program conducted at the Massachusetts Firefighting Academy and will be graduating in February of 2005, leaving only FF/EMT Joshua DeFelice to attend the Firefighting Academy. In addition a number of firefighters, Captain Robert Vanderhoof and the Fire Chief attended specialized SAFE (Student Awareness of Fire Education) training at the Annual SAFE seminar.

In addition to the courses listed above, fire and EMS personnel continued to attend many other courses. The Massachusetts Fire Academy offered some of these courses and local colleges offered others for FF/EMT's to continue working towards degrees in Fire Science.

Conclusion

In conclusion, I would like to highlight the dedication and professionalism of our personnel. The success that we achieve as a department is not possible without the efforts of these personnel. Therefore, I cannot conclude my report without taking an opportunity to thank all of our personnel for their consistent and continued assistance and cooperation during the past year. Throughout the report I have noted a number of individuals for their recognized efforts in a specific area. There are countless other individuals with many additional achievements and efforts which often go unrecognized because the personnel involved just "take care of things".

My thanks also to all of these individuals who continue to make these things happen.

I would also like to take this opportunity to thank all other town departments and agencies for their assistance. I would especially like to acknowledge and thank the Emergency Management Auxiliary Fire Department for their continued support and assistance at fire scenes as well as other fire department activities. I cannot stress enough that their efforts and assistance are always beneficial and much appreciated. Many residents have sent notes of thanks or have dropped off various baked items, candy, fruit, flowers or cards as a way of saying thanks to our personnel. These kind gestures to acknowledge the efforts of our personnel are appreciated and are most gratifying.

Concluding this report is a statistical summary of activities during the year as compiled and reported by Firefighter/EMT William Klauer. Much of this report could not be completed without the efforts and assistance of Firefighter/EMT Klauer, who has my specific thanks and appreciation for his efforts and assistance. Many of the officers in charge of various specialized areas completed their own portions of this report and I would like to thank them for their input and assistance in the preparation of this report to the Town.

Robert C. Craig
Fire Chief

ACTON FIRE DEPARTMENT

ANNUAL STATISTICS – 2004

Fires

Chimney Fires	4
Structure Fires	15
Brush Fires	15
Illegal Burning	12
Motor Vehicle Fires	6
Personal Property Fires	11
Refuse Fires	2
Fire, Miscellaneous	3
Outside leak with fire	1
Controlled Burning	0

Alarm Investigations

False Alarms	14
Alarm Malfunctions	212
Accidental Alarms	107
Alarm, other than fire	3

Hazardous Conditions

Explosions	1
Lightning Strikes	7
Food on the stove	66
Leak, no ignition	13
Excessive heat	6
Power lines down	29
Electrical problem	36
Spill, hazardous material	5
Smoke condition	138
Gas leak	29
Lock in	21
Motor Vehicle Accidents	196
Animal Rescue	1
Rescues	5
Searches	3
Hazardous Material	7
Carbon Monoxide	10

Investigations

Carbon monoxide detectors	2
Complaint	12
Bomb threats	1
Honest mistake	6
Nothing found	12
Odor	11
Power outage	12
Fire Investigations	13
Miscellaneous	343
Permit Fires	6

Medical Emergencies

Medicals, in town	1081
Medicals, out of town	49

Special Service

Assist police	12
Inspection	857
Master box activity	1083
Lock outs	51
Miscellaneous	103
Water problems	62
Mutual aid dispatched	29

Total Incident Responses	4717
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Permits

Blasting	8
Fire Alarm Installation	59
Flammables	1
Underground storage	0
Propane Storage	42
Fuel oil storage or burner	68
Underground tank removal	13
Open burning	918
Sprinkler	27
Mobile/portable tanks	3
Miscellaneous	5
Powder	0
Agricultural	3
Fireworks	1
Smoke Detector	398

Total Permits	1546
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Smoke Detectors Tested For Compliance	441
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ACTON POLICE DEPARTMENT

Chief's Message

The department continues to struggle due to budget cuts and there appears to be no improvement in sight. We do the best job possible at all levels of the organization. All members recognize their responsibility to provide a safe community and one that continues to be in the forefront of innovation. We focus much of our resources on the school age population through our programs such as DARE and Cops in Schools. We keep terrorism prevention in the forefront and as first responders I hope we will eventually receive more training and resources from the state and federal government. Our detectives monitor the high priority sex offenders living and working in the town as part of their responsibilities.

We continue to experience lack of staffing due to various circumstances, including injury, illness, the war in Iraq and Afghanistan and training of new hires. In general, this causes the department to run short of staff at levels of between 12 and 18 percent on a continual basis. I continue to ask for increased staffing at any opportunity. This department is busy and the town is growing. Activity levels are much higher than in years past and I foresee no letup in the future.

The new public safety facility is coming along nicely and occupancy appears to be possible by March 1, 2005, or shortly thereafter. We have experienced some minor delays but as a whole the project is staying on schedule and within budget. The new building will meet the needs of the police department for many years to come.

One of my goals for the past five years has been to design a public safety facility that would include the opportunity for regional public safety dispatch. Town Manager Don Johnson and the Board of Selectmen have signed on to this vision. The construction is almost complete and will soon be furnished with state of the art communications and computer equipment. Contacts have been made with several communities that are interested in signing on with us. I will continue to work towards this goal in an effort to increase efficiency and save taxpayer funds through economy of scale.

I appreciate the hard work of all the police and civilian employees of this department and would like to thank them for their support

Francis J. Widmayer III
Chief of Police

Members of the Acton Police Department

Chief of Police

Francis J. Widmayer III

Lieutenants

Donald L. Palma Jr.

Thomas Rogers

Sergeants

Robert L. Parisi

James A. Cogan

Raymond P. Grey

Edward Lawton, Jr.

John Cooney

Police Officers

Paul Cogan

Robert Cowan

James Goodemote

Christopher Browne

Christopher Prehl

Frederick Rentschler

Scott Howe

Michael Cogan

Kevin Heffernan

Lisa Driscoll

Luke Penney

Leo Gower

Dean Keeler

Gardena Abramowitz

Keith Campbell

Daniel Silva

Douglas Sturniolo

Scott Krug

Brian Bandini

Daniel Holway

Todd McKelvie

Tricia Dellicicchi

John Collins

Steven McCarthy

Robert Merrill

John Dristilaris

Debra Richardson

Police Matrons

Faith Williams

Debra Richardson

Christine Joyce

Kerri Williams

Secretaries

Faith Williams

Kerri Williams

Dispatchers

Faith Williams

Kevin Antonelli

Anne Milligan

Paul Connors

Robert Merrill

Roger Wallace

David Joachim

Jonathan Stackhouse

Operational Assignments

Officer In Charge of Patrol Division

Lt. Thomas Rogers

Officer In Charge of Special Services

Lt. Donald Palma

Officer In Charge of Detectives

Sgt. Robert Parisi

Department Prosecutor

Det. Frederick Rentschler

Detectives

Det. Christopher Browne

Det. Kevin Heffernan

Youth Officers

Det. Scott Howe

Det. James Goodemote

Det. Dan Silva

Det. Keith Campbell

Safety/ Traffic/ Crime Prevention Officers

Det. Robert Cowan

Det. Christopher Prehl

Training Officer

Lt. Donald Palma

Domestic Violence Intervention Unit

Sgt. Raymond Grey

Det. James Goodemote

Det. Daniel Silva

Calls For Service By Calendar Year

	2003	2004
Accident - No Injury	617	606
Accident with Injuries	89	95
Alarm Received	1150	1027
Animal Complaint	306	313
Arrests	290	229
Arson	0	3
Assault	40	26
Break & Entry	63	49
Bylaw Violation	8	10
Child Abuse Complaint	16	13
Civil Complaint	29	37
Community Policing	547	411
C.O.R.I. Record Check	11	6
Disturbance	328	326
Domestic Disturbance	292	352
Drug Violation	20	16
Fire Call	441	410
Forgery	3	3
General Service	1879	1121
Gun Violation	15	7
Hazardous Material	6	4
Health Hazard	244	269
Kidnapping Attempt	0	0
Larceny	290	298
Larceny of Motor Vehicle	31	23
Lockout	65	31
Malicious Destruction	179	192
Medical Emergency	851	902
Missing Person	78	58
Motor Vehicle Complaint	5258	4594
Mutual-Aid Call	96	85
Police Information	1597	2103
Protective Custody	61	48
Rape	4	4
Warrant Recalled	8	4
Vehicle Repossession	20	13
Robbery Armed/ Unarmed	0	1
Security Check	3871	2507
Sexual Assault	2	10
SRO (School Resource Officer)	375	172
Sudden Death	8	9
Suicide Attempt	22	32
Suspicious Activity	1502	1602
Annoying Telephone Calls	47	32
Threatening	46	45
Traffic Citations	3206	2895
Traffic Hazard	1271	1021
Trespassing Complaint	61	57
Total Count	= 25,343	22,071

Patrol Division

The uniformed patrol division is the backbone of the Acton Police Department. The patrol division is responsible for general patrol of the town as well as answering calls for service received by the communications center. The patrol division operates twenty-four hours a day, seven days a week and currently patrols three patrol sectors (West Acton, South Acton and the area north of Route 2). Patrol supervisors are assigned to each shift with generally a sergeant being the commanding officer. The patrol division has four sergeants and fifteen patrol officers.

Last year presented challenging obstacles with regard to patrol staffing. We started the year down several officers when Patrolman Steve Papia chose to transfer to the Lexington Police Department. Patrol Officer Lisa Driscoll remained out on injury leave for the entire year and Patrolman John Dristilaris accepted a position with the Harvard Police Department.

Marine Sergeant Brian Bandini returned to police patrol duties but Patrolman Dan Silva was activated by the U.S. Army for duty in the Kuwait - Iraq theater of operations. We were extremely lucky to draft Patrolman John Collins to fill one vacancy and he has proved to be a very valuable asset to our patrol force. By the end of 2004 we were still short several officers mandating the abolishment of plans to staff a fourth patrol sector on the north side of Route 2.

The Acton Police patrol division has adopted the philosophy of community policing which is based on the premise that police patrol officers and the community must work together to identify, prioritize and solve contemporary problems. Our goal is to provide a safe environment regardless of race, religion, ethnicity, disability, gender or sexual orientation. By creating partnerships with our community, we will continue to open dialog between patrol officers and citizens to reduce crime and the fear of crime. This endeavor will also enhance the quality of life through mutual trust, respect and the fair and equitable enforcement of law while carefully safeguarding the dignity of all.

As patrol division commander, I request all residents to please post street numbers, visible from the street, on your homes. Clear and legible numbers allow public safety officials to provide immediate life-saving services at the proper location. Having your property quickly identified helps us to help you.

Lt. Tom Rogers
Patrol Division Commander

Special Services Division

Administration

Special Service continues to assist with the administrative functions of the department. Although available grant funding has decreased, the division continues to research and seek funding alternatives. Through government surplus programs, we have been able to acquire vehicles for the school resource officers. Additionally, we continue to support and assist all other municipal departments and services. Community programs such as liaison to the Council on Aging, D.A.R.E., School Resource Officer, Traffic Safety and departmental internships have continued with success. Homeland Security and participation in preparation and planning for the Democratic National Convention as well as other high profile events continued to help prepare the department to function in any multi-discipline incident.

Dispatch Operations

Dispatch continues to be a critical component of Public Safety in Acton. As we prepare to occupy a new Public Safety facility, dispatchers have undergone significant training in preparation for the move and increase in technology and responsibility. This new training is in addition to yearly training that each dispatcher completes.

Traffic and Safety

Traffic and Safety remain a concern and priority of the division. Officers assigned to traffic and safety respond to requests and complaints concerning traffic issues. Complaints are investigated and concentrated enforcement efforts are applied to areas of concern. One traffic officer has been trained in commercial vehicle inspection and enforcement. 112 commercial vehicles have been inspected. 231 violations for commercial vehicles were issued and 23 commercial vehicles removed from service. Both traffic officers assisted the Registry of Motor Vehicles and School Transportation Department with school bus inspections and evacuation drills. Traffic officers trained as accident reconstructionists have investigated eight serious injury accidents.

The Safety officer has investigated and assisted in the removal of 36 junk cars, investigated and reported on 21 requests for traffic signs and five requests for school bus stop changes. Additionally, the safety officer has attended numerous meetings on safety issues ranging from sign changes to train safety and commuter parking issues.

Investigations

Newly opened investigations for 2004	119
Assist other Law Enforcement agencies with investigations	15
Referred to other agencies	14
Solved (court action)	30

Detectives remained active this year. Identity theft and misuse of credit card information as well as a general increase in larceny crimes have contributed to increased investigative activity.

Training

In-Service Training

All officers attended In-Service training at the Lowell Police Academy. Training this year also includes incident command training for homeland security.

Specialized Training

Officers from this department attended several specialized training courses.

Domestic Violence	All officers have attended updated training
Diversity	All officers have attended diversity training
School Safety	Four officers have attended school safety training
Investigative	Three detectives have attended advanced investigative training.
Traffic	Three officers have attended various advanced traffic investigative trainings including accident reconstruction investigation and commercial vehicle enforcement.

Youth Services

Youth Services has expanded further with the acceptance of the "COPS in schools" grant. This grant has provided funding for an additional two officers. These officers have been assigned directly to the schools and are involved in all school activities. Recently, Officer Keith Campbell was reassigned to one of these positions to replace Officer Scott Howe. This grant allows the department increased presence and availability in all school levels during both the school day as well as in after school activities. Det. Jim Goodemote continues with the role of full time school resource officer because of this grant. Jim's responsibilities include the Junior High School and the High School during school hours as well as providing instruction for the DARE program to all sixth grade classes. Officer Campbell currently handles any issues concerning students at the elementary school level, including providing instruction on safety and crime prevention.

Officer Campbell maintains responsibility for youth involved criminal investigations and court proceedings. The division is responsible for many different activities, including: investigations of crimes involving victims and/ or perpetrators who are under the age of 17, children's programs regarding safety, displays at area events, child safety seat checkpoints, meetings with community leaders and the continuation of the DARE program.

The Youth Services Division continues to expand its role in terms of Children's Safety programs. Currently, the officers offer classes on Halloween Safety, Basic Safety and Internet Safety, to name a few. These classes are presented with the cooperation of all of the schools within Acton. Additionally, the division assists with Boy Scouts, Girl Scouts, Cub Scouts and Brownies in the instruction of safety with speeches and tours of the Police Station.

The Youth Officers participate in many community events in which they are able to display and offer a vast array of information. The community services include displays and information at Octoberfest, NARA, the Memorial Library, Elementary School Open Houses and the Civilian Police Academy. These displays include informal discussions and handouts regarding safety issues, fingerprinting and community concerns. This allows for a comfortable relationship and increased communication between the officers and the people of the town.

Det. Kevin Heffernan and Det. Dan Silva assist the public with the installation of child safety seats. This program, which began two years ago, has proven to be popular and important. Nationally, 95% of car safety seats are installed incorrectly. The officer's inspected approximately 400 seats in the past year. For more information, contact either officer at the police station.

Weekly, the youth officers attend meetings with the Acton Boxborough Regional High School Administration, the Raymond J. Grey Junior High School Administration and the Juvenile Probation Department of the Framingham Juvenile Court. Additionally, there are monthly Community Based Justice (CBJ) meetings, which involve the Middlesex County District Attorney's Office, Concord, Bedford, Maynard, Stow, and Lexington school and police officials. These meetings allow information to flow between the agencies to identify and address potential problems.

Additionally, Officer Campbell and Det. Goodemote continue as "Supervisors of Attendance" for the Regional and Public Schools. This allows the schools the resources of the Police Department and the courts in regards to student attendance and truancy. Detective Silva is currently overseas, having been activated with the National Guard. He intends on continuing his role of school resource officer upon returning home.

The Youth Services Division no longer receives grant money for the DARE classes and materials, however the program continues to enjoy strong support and interest. The Acton Rotary Club has continued with generous support in this effort. The youth officers also provide an e-mail address for students, teachers and parents to address questions and concerns. These addresses are kcampbell@acton-ma.gov and jgoodemote@acton-ma.gov.

Lt. Don Palma
Division Commander
Special Services

ACTON POST/ CREW 7 SEARCH & RESCUE

Explorer Post/ Venturer Crew 7 is a division of the Boy Scouts of America, sponsored by the Acton Lions Club, in conjunction with the Acton Emergency Management Agency. Meetings are held every Wednesday evening at 7:30 PM at the Emergency Management Headquarters on School Street in South Acton. New members, both male and female, between 14 and 22 years old are always welcome. If interested, please call 978-249-9655 and leave a brief message and we will get back to you as soon as possible.

We participated in many town activities including the Town Fair, Fourth of July Fireworks and the Acton Lions Club Ski & Skate Sale.

We would like to thank the Acton Police Department for the opportunity of working with them at events this year.

Our Advisors and Members are annually certified in First Aid and CPR. In addition, some of our members are certified as First Responders. We attended Boy Scout Camporees and Council Events to provide First Aid Services as needed.

We wish to thank the Acton Lions Club for their continuing sponsorship in giving the youth of today the opportunity to work toward a better tomorrow.

Charles Landry, Chairman
Gail Sawyer, Advisor
Ann Jones, Associate Advisor
Edward Reilly, Associate Advisor
Wayne Niemi, Associate Advisor
Mark Casey, Member
Scott Landry, Member
Chris Ouellette, Member
Tim Pare', Member
Katie Day, Member
Joe Calisto, Member
Aly Bourassa, Member

LEGISLATIVE

ABSTRACT ANNUAL TOWN MEETING HELD APRIL 5, 2004

WITH ADJOURNED SESSION HELD APRIL 7, 12 AND
13, 2004 AT THE ACTON-BOXBOROUGH HIGH SCHOOL
AUDITORIUM

Number of Registered voters attending Town Meeting

April 5, 18	April 7, 354	April 12, 253	April 13, 123
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Legend

One or more of the following symbols may follow an Article number:

Symbol Description

- *This article is on the Consent Calendar
- #This article submitted by Citizen Petition

April 5, 2004

The Moderator, Mr. MacKenzie, called the meeting to order on Monday, April 5, 2004 at 7:00 PM.

MOTION:

Mr. John Ryder moves to adjourn the meeting to Wednesday, April 7, 2004 at 7:00 P.M. in the Acton Boxborough Regional High School Auditorium.

MOTION CARRIES UNANIMOUSLY.

April 7, 2004

The Moderator, Mr. MacKenzie, called the meeting to order on Monday, April 7, 2004 at 7:02 PM. He introduced Reverend Walter Wood of Saint Elizabeth of Hungary; Catholic Church. Reverend Wood gave the invocation.

The Moderator asked that those members who volunteer their services to the Town to stand. He expressed the Town thanks to them.

Mr. MacKenzie introduced Walter Foster, Chairman of the Board of Selectmen. Mr. Foster introduced the members of the Board of Selectmen, F. Dore' Hunter, Peter Ashton, Robert Johnson and William (Trey) Shupert. Chairman Foster then introduced the Town Manager, Don Johnson, Town Counsel, Steven Anderson, Town Clerk, Edward Ellis, Town Treasurer, John Murray, Finance Director, Stephen Barrett, Asst. Finance Director, Karen Kucala and Mark Hald, IT Manager.

Mr. MacKenzie then introduced Mr. Gim Hom, Chairman of the Finance Committee. Mr. Hom introduced the members of the Finance Committee.

Mr. MacKenzie informed the town meeting that they would be voting on the motions that are read, not the articles as written in the warrant. He then explained some basic rules and protocols of the town meeting as found on page 98 of the warrant.

Mr. MacKenzie explained how the CONSENT CALENDAR is voted and proceeded to read the articles on the Consent Calendar:

CONSENT MOTION:

Mr. Foster moves that the Town take up the 21 articles in the consent calendar on pages 11 through 13 of the warrant

(Articles: 3, 4, 5, 6, 9, 10, 11, 12, 13, 14, 15, 17, 41, 44, 45, 47, 48, 49, 50, 51)

Article 49 is Held.

CONSENT MOTION MINUS ARTICLE 49 CARRIES UNANIMOUSLY

Mr. MacKenzie calls the following Chairpersons to make their board / committee's presentation to the Town Meeting members:

Board of Selectmen Chairman Foster

Finance Committee Gim Hom

Acton Public School Terence Lindgren

Acton Boxborough Regional School District Jo-Ann Berry

ARTICLE 1 CHOOSE TOWN OFFICERS (Majority vote)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

Moderator	\$20.00 per Town Meeting session
Board of Selectmen, Chairman	\$750.00 per year
Board of Selectmen, Member	\$650.00 per year

, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town fix the compensation for elected officers as shown in the Article.

MOTION CARRIES UNANIMOUSLY

Frank Joyner, Trustee of the Elizabeth White Fund, nominates Andrea S. Miller, 30 Taylor Road, for the position of Trustee of the Elizabeth White Fund, term to expire 2005.

MOTION CARRIES UNANIMOUSLY

Frank Joyner, Trustee of the Elizabeth White Fund, nominates Cornelia O. Huber, 50 Seminole Road, for the position of Trustee of the Elizabeth White Fund, term to expire 2007.

MOTION CARRIES UNANIMOUSLY

Alice Miller, Trustee of the Charlotte Goodnow Fund, nominates Karen Sharp, 1 Revolutionary Road, for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2007.

MOTION CARRIES UNANIMOUSLY

Robert L. Loomis, Trustee of the West Acton Citizens' Library, nominates Virginia Rhude, 7 Fernwood Road, for the position of Trustee of the West Acton Citizens' Library, term to expire 2007.

MOTION CARRIES UNANIMOUSLY

Edward M. Bennett, Trustee of the West Acton Fireman's Relief Fund, nominates Robert A. Vanderhoof, 374 Central Street, for the position of Trustee of the West Acton Fireman's Relief Fund, term to expire 2007.

MOTION CARRIES UNANIMOUSLY

William A. Klauer, Trustee of the Acton Fireman's Relief Fund, nominates James D. Young, 251 Nagog Hill Road, for the position of Trustee of the Acton Fireman's Relief Fund, term to expire 2007.

MOTION CARRIES UNANIMOUSLY

ARTICLE 2 HEAR AND ACCEPT REPORTS

(Majority vote)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

MOTION:

Mr. Foster moves that the Town accepts the reports of the various Town Officers and Boards as set forth in the 2003 Town Report, the Giving Supplement and that the Moderator calls for any other reports.

MOTION CARRIES UNANIMOUSLY

League of Women Voters made a request for old Town reports and warrants. These documents will be collected for the Acton Public Schools to be used for a special social project.

ARTICLE 3* COUNCIL ON AGING VAN ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$74,411, or any other sum, to operate the Senior Van Service, in accordance with Massachusetts General Law, Chapter 44, Section 53F1/2, Enterprise Fund Law, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town appropriate \$74,411 for the purpose of operating the Town of Acton Senior and Disabled Citizens Van service, and to raise such amount,

\$49,411 be transferred from the Council on Aging Enterprise Fund,

\$15,000 be transferred from the Audubon Hill Gift Account and

\$10,000 be raised and appropriated.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 4* NURSING ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$608,490, or any other sum, to provide Public Health and Visiting Nurse Services, in accordance with Massachusetts General Law, Chapter 44, Section 53F1/2, Enterprise Fund Law, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town appropriate \$635,491 for the purpose of operating the Public Health Nursing Service, and to raise such amount, \$635,491 be transferred from the Nursing Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 5* SEPTAGE DISPOSAL ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$209,399, or any other sum, for the purpose of septage disposal, in accordance with Massachusetts General Law, Chapter 44, Section 53F1/2, Enterprise Fund Law, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town appropriate \$209,399 for the purpose of septage disposal, and to raise such amount, \$209,399 be transferred from the Septage Disposal Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 6* SEWER ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate or appropriate from available funds, the sum of \$1,534,115 or any other sum, for the purpose of operating and maintaining a sewer collection and treatment facility, in accordance with Massachusetts General Law, Chapter 44, Section 53F1/2, Enterprise Fund Law, or take any other action relative thereto.

MOTION:

Mr. Shupert moves that the Town appropriate \$1,534,115 for the purpose of operating the sewer system, and to raise such amount, \$1,534,115 be transferred from the Sewer Enterprise Fund.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 7 BUDGET TRANSFER

(Majority vote)

To see if the Town will vote to appropriate from available funds, the sum of \$25,000, which is being held as insurance reimbursement for mold mitigation at the Gates School during fiscal year 2004, and to appropriate \$52,602 from available funds to defray necessary expenses above the amount appropriated during last year's Annual Town Meeting of Minuteman Regional Vocational Technical School District for Fiscal Year 2004 (July 1, 2003 – June 30, 2004), or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town appropriate \$77,602 for the purposes set forth in the Article, and to raise such amount,

\$52,602 be transferred from the Pothole Grant account and

\$25,000 be transferred from insurance recovery proceeds.

MOTION CARRIES UNANIMOUSLY

ARTICLE 8 NESWC ENTERPRISE BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$4,615,844, or any other sum, for the purpose of solid waste disposal in accordance with Massachusetts General Law, Chapter 44, Section 53F1/2, Enterprise Fund Law, or take any other action relative thereto.

MOTION:

Mr. Johnson moves that the Town appropriate \$4,615,844, to be expended by the Town Manager, for the purpose of solid waste disposal, and to raise such amount, \$4,615,844 be transferred from the NESWC Enterprise Fund.

MOTION CARRIES UNANIMOUSLY

ARTICLE 9* SECTION 53E1/2 SELF-FUNDING PROGRAMS

(Majority vote)

To see if the Town will vote, pursuant to Massachusetts General Law, Chapter 44, Section 53E1/2 to continue revolving funds for the Local School System, to be expended by the Superintendent of Schools; and for the Historic District Commission, Building Department, Sealer of Weights and Measures, Health Inspectional Services, Ambulance Fees and Fire Department Fire Alarm Network, to be expended by the Town Manager, as noted below:

	FY05 Estimated Revenue	FY05 Authorized Expenditure
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Fund

School Department

Douglas at Dawn/Dusk	\$150,000	\$150,000
Merriam Mornings/Afternoons/Summer	\$40,000	\$40,000
Gates Amazing Programs	\$40,000	\$40,000

Historic District Commission

	\$600	\$600
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Building Department

	\$166,100	\$166,069
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Includes fees for Microfilming, Electrical Permits, Plumbing Permits, Gas Permits, Sign Licenses and Periodic Inspection Fees

Sealer of Weights and Measures

	\$11,000	\$10,701
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Health Department

Food Service Inspections	\$20,100	\$20,089
Hazardous Materials Inspections	\$84,100	\$84,088

Fire Department

Fire Alarm Network	\$48,600	\$48,525
Ambulance Fees	\$250,000	\$402,000

, or take any other action relative thereto.

MOTION:

Mr. Shupert moves that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued for FY05 in the amounts and for the purposes set forth in the expenditure column of this Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 10* CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM

(Majority vote)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money for highway improvements under the authority of Massachusetts General Law, Chapter 90, and any other applicable laws, or take any other action relative thereto.

MOTION:

Mr. Johnson moves that the Town Manager is authorized to accept Highway funds from all sources and such funds are hereby appropriated for the purposes outlined by such reimbursement.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 11* INSURANCE PROCEEDS

(Majority vote)

To see if the Town will vote to appropriate the proceeds of any insurance policy reimbursement of costs incurred as a result of any covered loss during the remainder of fiscal year 2004 and all of 2005, or take any other action relative thereto.

MOTION:

Mr. Johnson moves that the Town Manager is authorized to accept insurance proceeds from all sources and such funds are hereby appropriated for the purposes outlined by such reimbursement.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 12* FEDERAL AND STATE REIMBURSEMENT AID

(Majority vote)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other occurrence during fiscal year 2005, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town Manager is authorized to accept federal and state reimbursement funds from all sources and such funds are hereby appropriated for the purposes outlined by such reimbursement.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 13* SALE OF FORECLOSED PROPERTIES

(Majority vote)

To see if the Town will vote to authorize the Board of Selectmen to dispose of foreclosed properties acquired by the Town for nonpayment of taxes in accordance with the provisions of Massachusetts General Laws, or take any other action relative thereto.

MOTION:

Mr. Ashton moves in the words of the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 14* TRANSFER OF FUNDS – CEMETERY LAND FUND

(Majority vote)

To see if the Town will raise and appropriate or transfer from the Cemetery Land Fund the sum of \$100,000, or any other sum, to be expended by the Town Manager for the development and landscaping of Section 9, Mount Hope Cemetery, and for general improvements in the cemeteries, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town appropriate \$100,000 from the Cemetery Land Fund, to be expended by the Town Manager, for the development and landscaping of Section 9, Mount Hope Cemetery, and for general improvements in the Cemeteries.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 15* ELDERLY TAX RELIEF REAUTHORIZE CHAPTER 73 OF THE ACTS OF 1986

(Majority vote)

To see if the Town will vote to continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 16 TOWN OPERATING BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the departments, offices and boards of the Town, exclusive of the school budgets, or take any other action relative thereto.

MOTION:

Mr. Foster moves that the Town appropriate \$20,300,001, to be expended by the Town Manager, for the purpose of funding the Municipal Budget for the period July 1, 2004 to June 30, 2005, and to raise such amount,

\$19,663,628 be raised and appropriated,
 \$419,540 be transferred from Free Cash,
 \$147,398 be transferred from the Pothole Grant,
 \$69,435 be transferred from Cemetery Trust Funds for
 Cemetery use,

And that the Town Manager be authorized to sell, trade or
 dispose of vehicles and equipment being replaced and to expend
 any proceeds received.

MOTION CARRIES

ARTICLE 17* TOWN BOARD SUPPORT – SPECIAL PROJECTS

(Majority vote)

To see if the Town will raise and appropriate, or appropriate
 from available funds, the sum of \$2,000, or any other sum, to be
 expended by the Town Manager for the ongoing expenses of the
 Acton-Boxborough Cultural Council for programs in Acton, or
 take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town raise and appropriate
 \$2,000 for the ongoing expenses of the Acton-Boxborough
 Cultural Council.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 18 COMMUNITY PRESERVATION PROGRAM DIRECT APPROPRIATIONS FROM FUND BALANCE

(Majority vote)

To see if the Town will vote to appropriate or to set aside
 for later appropriation, and to authorize the Board of Selectmen
 and the Town Manager to expend or set aside, from the FY 2003
 Community Preservation Fund Balance the following amounts
 for community preservation purposes with each item considered
 a separate appropriation:

Purpose	Recommended Amounts
Set Aside Appropriation - Open Space	
A. Acquisition, creation, and preservation of Open Space, and its rehabilitation and restoration	\$200,000

Spending Appropriations

B. Davis Monument Restoration	\$50,000
C. Cultural Resource List Revision and Expansion	\$20,000
D. Historic District Boundary Signs	\$8,285
E. Flag Preservation	\$5,600
F. Assabet River Rail Trail	\$170,000
G. T. J. O'Grady Memorial Skate Park	\$67,000
H. Morrison Farm Master Plan	\$59,800

I. Family Housing Initiative	\$200,000
J. 214 Central and 28 Willow Streets Feasibility Study	\$25,000
K. Community Housing Fund	\$25,000

Administrative Spending Appropriation

L. A fund reimbursing the Town of Acton for administrative services and operating expenses provided in support of the Community Preservation Committee	\$42,798
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And, whereas Massachusetts General Law, Section 44B
 requires that the Town appropriate for spending, or set-aside for
 future spending, from the fund balance at least 10% for open
 space, 10% for historic preservation, and 10% for community
 housing.

And whereas the recommended set-aside appropriation for
 open space amounts to 21.2% of the Fund Balance, the recom-
 mended project appropriations B, C, D, E and \$10,561 of F for
 historic preservation amount to 10% of the Fund Balance, and the
 recommended project appropriations I, J, and K for community
 housing amount to 26.5% of the Fund Balance.

And, whereas Town Meeting may vote to delete or reduce
 any of the recommended amounts.

Therefore, in the event that recommended amounts are
 deleted or reduced, vote to appropriate as a set-aside for future
 spending from the FY 2003 Community Preservation Fund Bal-
 ance the minimum necessary amounts to allocate not less than
 10% (\$94,446.00) for open space, not less than 10% (\$94,446.00)
 for historic preservation, and not less than 10% (\$94,446.00) for
 community housing.

, or take any other action relative thereto.

MOTION:

Mr. Berry moves that the Town vote to appropriate or set
 aside for later appropriation, and to authorize the Town Manager
 to expend or set aside, from the Fiscal Year 2003 Community
 Preservation Fund Balance, \$873,483.00 for an open space
 reserve fund, for community preservation project expenses, and
 for administrative expenses as recommended by the Acton Com-
 munity Preservation Committee and as set forth in the Article,
 with each item considered a separate appropriation.

MOTION CARRIES

ARTICLE 19 ACTON PUBLIC SCHOOLS BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate
 from available funds, a sum of money to defray the necessary
 expenses of the Acton Public School System, or take any other
 action relative thereto.

MOTION:

Mr. Lindgren moves that the Town appropriate \$19,244,000, to be expended by the Superintendent of Schools to fund the Acton Public School Budget for the period July 1, 2004 to June 30, 2005, and to raise such amount,

\$18,677,062 be raised and appropriated and \$566,938 be transferred from Free Cash.

MOTION CARRIES

ARTICLE 20 HEATING SYSTEM REPAIRS - DOUGLAS ELEMENTARY SCHOOL

(Two-thirds vote)

To see if the Town will vote to appropriate a sum of money, to be expended at the direction of the School Committee, to pay for costs of repairs to the heating system at the Douglas Elementary School, including the payment of all other costs incidental and related thereto; to determine whether such appropriation shall be raised by taxation, by transfer from available funds, by borrowing or otherwise, or to take any other action relative thereto.

MOTION:

Mr. Lindgren moves that the Town appropriate \$300,000, to be expended by the Superintendent of Schools for the purpose set forth in the Article, including costs incidental and related thereto;

And to raise such amount, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$300,000 under Massachusetts General Law, Chapter 44, as amended;

And that the Treasurer is authorized to charge the Acton Public Schools Budget for any costs incurred in connection with said borrowing.

MOTION CARRIES UNANIMOUSLY

ARTICLE 21 ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT ASSESSMENT

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

MOTION:

Mrs. Berry moves that the Town appropriate \$19,396,196 to fund the assessment of the Acton-Boxborough Regional School District for the period July 1, 2004 to June 30, 2005, and to raise such amount,

\$18,829,257 be raised and appropriated and \$566,939 be transferred from Free Cash.

MOTION CARRIES

MOTION:

Mr. Foster moves to adjourn the Annual Town Meeting at 10:25 PM until April 12, 2004 at the Acton-Boxborough Regional High School Auditorium at 7:00 pm.

MOTION CARRIES UNANIMOUSLY

APRIL 12, 2004

The Moderator Mr. MacKenzie, calls the adjourned session of the 2004 Annual Town Meeting to order at 7:06 PM

ARTICLE 22 MINUTEMAN REGIONAL SCHOOL DISTRICT ASSESSMENT

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

MOTION:

Mr. Olmstead moves that the Town appropriate \$794,584 for the expenses of the Minuteman Regional Vocational Technical School District for the period of July 1, 2004 to June 30, 2005, and to raise such amount, \$794,584 be transferred from Free Cash.

MOTION CARRIES UNANIMOUSLY

Board of Selectmen's Chairman, Mr. Foster called Mr. Ronald Fitzgerald, Superintendent of Minuteman Regional Vocational Technical School District forward to express the thanks of the Town for his years of service and to present him with a plaque of his retirement.

ARTICLE 23 # AMEND ZONING BYLAW - 80 AND 84 PIPER ROAD

(Two-thirds vote)

To see if the Town of Acton will vote to amend the zoning map as follows:

Rezone to R-2 (Residence 2) the following parcel or parcels of land identified by their map and parcel number as shown in the 2003 Town Atlas. Map G3, parcels 69 and 65, present zoning OP-2 (Office Park 2), 80 and 84 Piper Road (see grid to Abstract of April 1, 1996 Annual Town Meeting), said parcels directly abutting other parcels which were rezoned to R-2 (Residence

2) by Special Town Meeting of January 8, 2001, or to take any other action relative thereto.

MOTION:

Mr. Melon moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 24 #AMEND ZONING BYLAW VEHICLE WHOLESALE AND STORAGE AS AN ACCESSORY USE

(Two-thirds vote)

To see if the Town of Acton will vote to amend the zoning bylaw, section 3.8.2 (ACCESSORY USES permitted in the Office, Business, and Industrial Districts) by inserting a new sub-section 3.8.2.7 as follows:

3.8.2.7 In the Light Industrial District and on contiguous adjacent land for which the Board of Appeals has previously granted a USE variance permitting a USE allowed in the Light Industrial District, the purchase of new vehicles; the wholesale, but not retail sale, of used vehicles; and the temporary outdoor storage of such new and used vehicles provided that:

3.8.2.7.1 The LOT, or the property consisting of two or more contiguous LOTS in single ownership, contains at least 15 acres.

3.8.2.7.2 Such USE is accessory to an operations center and offices of a vehicle rental or leasing company.

3.8.2.7.3 Such vehicles are at all times registered with the Commonwealth of Massachusetts Registry of Motor Vehicles while on the premises.

3.8.2.7.4 No such vehicle exceeds a gross vehicle weight of 10,000 pounds and a wheel base of 135 inches.

3.8.2.7.5 All such vehicles are stored in the rear yard out of sight and fully screened from view from any STREET.

3.8.2.7.6 All such vehicles are stored at least 200 feet away and fully screened from view from any pre-existing dwelling that is not on the same LOT or property.

3.8.2.7.7 The transport and loading/unloading of such vehicles to and from the LOT or property occurs only on weekdays between the hours of 6:00 AM and 9:00 PM.

3.8.2.7.8 The storage of such vehicles may use vacant or excess parking capacity that, regardless of the requirements of section 6 of this bylaw, is not needed for employees and customers of the businesses on the LOT or property.

, or take any other action relative thereto.

MOTION

Mr. Cotter moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION TO AMEND

Mrs. Knibbe moves to amend the motion by adding to subsection 3.8.2.7.8 as follows: The storage of such vehicles shall conform to any applicable Federal and State Storm Water Management regulation and policies.

MOTION TO AMEND IS LOST

ORIGINAL MOTION CARRIES BY 2/3 VOTE

ARTICLE 25 PROVISION FOR HOURS OF OPERATION OF NON-RESIDENTIAL OUTDOOR LIGHTING (Majority Vote)

[Please note: The Board of Selectmen and the Outdoor Lighting Advisory Committee agree that the Motion for this Article will be to "Take no action." This Article is included in the Warrant for your information regarding the Committee and its work.]

To see if the Town will vote to amend Chapter E of the Bylaws of the Town of Acton by inserting a new section E58 as follows:

E58. Hours of Operation of Non-Residential Outdoor Lighting:

A. Purpose:

The purpose of these regulations is to reduce late night glare, light trespass, and sky glow caused by outdoor lighting that is not used for public safety and property security.

B. Applicability:

Except as provided under Exemptions below, the following hours of operation regulations, Section D below, shall apply to all outdoor lights in Acton whose lamp wattage exceeds the values contained in the following Table.

Lamp type	Wattage
Incandescent, Halogen	60w
High Pressure Sodium, Metal Halide, Mercury Vapor, other HID	35w
Florescent, Low Pressure Sodium	13w

C. Effective Dates;

Starting on January 1, 2006, the hours of operation regulations shall apply to all existing and new outdoor luminaries. A luminaire is a complete outdoor lighting unit or fixture including a lamp or lamps, together with the parts designed to distribute the light, to position and protect the lamps, and to connect the lamps to the power supply, but not including a pole on which the luminaire may be mounted.

D. Hours of Operation of Outdoor Lights:

1. All outdoor lights may be turned on no earlier than one hour before Business Hours and shall be turned off no later than 11 PM or one half an hour after of the end of business hours, whichever is later. Business Hours shall be defined as the period of time during which at least one person is present for the purpose of conducting or concluding business on the lot or in a structure on the lot.
2. Outdoor lights for recreational facilities shall be turned off no later than one half-hour after the end of use or activities.

E. Exemptions:

1. Streetlights and other lights within a street or public right of way.
2. Lights on single-family and two-family residential lots and properties.
3. Safety lights, which shall be defined as lights to safeguard the movement of persons by foot or by non-motorized vehicles or by vehicles for disabled persons over hazardous footing or in areas that conflict with vehicle traffic, or lights for the purpose of aiding the visible detection and recognition of other persons, including lights for stairs, pedestrian ramps and tunnels, and pedestrian routes that are reasonably expected to be used after business hours.
4. Security lights, which shall be defined as lights to protect buildings, and property stored outdoors.
5. Lights in existence or installed before January 1, 2005 that do not meet the definition of safety or security lights and are connected by a single outside circuit to safety or security lights. No new such common outside circuits shall be allowed thereafter.

6. Lights controlled by motion detectors or infrared sensors with an on-time of no more than 10 minutes per activation. The motion detector shall be adjusted so that normal movement of vehicles and traffic along a street or public right of way shall not cause its activation.
7. Lights that illuminate the United States Flag and public monuments.
8. Warning and alarm lights that alert to a malfunction or emergency situation.

F. Enforcement

The Town of Acton Building Commissioner shall enforce this bylaw. Violation of this bylaw shall be punishable by a fine of twenty-five dollars (\$25.00). Each day that such violation continues shall constitute a separate offense.

, or take any other action relative thereto.

MOTION:

Mr. Shupert moves that the Town take no action on this Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 26 AMEND ZONING BYLAW - OUTDOOR LIGHTING REGULATIONS
(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw as follows [Notes in italic print are not part of the article but are intended for explanation only]:

- A. In section 10.4 - Site Plan Special Permit, delete section 10.4.3.2 - Outdoor Lighting and replace it with the following:
 - 10.4.3.2 Outdoor Lighting - Developments and redevelopments requiring a Site Plan Special Permit or an amendment thereof, shall comply with the standards for outdoor lighting set forth in section 10.6

[Note: Section 10.4.3.2 contains the graphic shown here and currently reads:

 - 10.4.3.2 Outdoor Lighting - In the area of new construction all outdoor lighting, with the exception of pedestrian lighting with a height of less than eight feet, shall be designed and located so that:
 - 1) the luminaire has an angle of cutoff less than 76 degrees;

- 2) a line drawn from the height of the luminaire along the angle of cutoff intersects the ground at a point within the development site, and
- 3) the bare light bulb, lamp or light source is completely shielded from direct view at any point five feet above the ground on neighboring properties or STREETS. Pedestrian lighting with a height of less than eight feet shall be regulated through the Building Commissioner's Office.]

B. Insert a new section 10.6 as set forth below:
 10.6 Outdoor Lighting Regulations for Site Plan Special Permits. This section uses defined terms that apply specifically in this section. These terms are defined in section 10.6.6 below and are capitalized in addition to the terms defined in section 1.3 of this bylaw. Figures and Tables are referred to in this section are located in section 10.6.7 below.

10.6.1 Applicability -

10.6.1.1 The following regulations shall apply to all LUMINAIRES, including existing LUMINAIRES, whose LAMP wattage exceeds the values contained in Table 1, Column A, on any LOT undergoing new development, or a major modification or expansion under a Site Plan Special Permit. A major modification, as used here, shall mean that more than 25% of the LUMINAIRES on the LOT are modified, moved or replaced. A major expansion, as used here, shall mean that the number of LUMINAIRES on a LOT increases by more than 25% of the original number.

10.6.1.2. LUMINAIRES installed before the effective date of this bylaw shall be maintained or, if necessary, modified, to meet the zoning bylaw applicable at the time of their installation.

10.6.2 Standards

10.6.2.1. LUMINAIRE design and shielding - Any LUMINAIRE whose LAMP wattage exceeds the values in Table 1, Column A, shall be SHIELDED. Any LUMINAIRE whose LAMP wattage exceeds the values in Table 1, Column B shall be FULLY SHIELDED (Figure 1).

10.6.2.2 Control of LIGHT TRESPASS and GLARE

- a. Any LUMINAIRE whose distance from a LOT line is less than three times its height ($3 \times H$) shall be SHIELDED so that all DIRECT LIGHT cast in the direction

of STREETS, or abutting LOTS that are in Residential or Conservation USE, is cut off at an angle no more than 70 degrees measured from a vertical line directly below the LUMINAIRE (Figure 2). This requirement shall apply to all sides of the LUMINAIRE that emit light toward a LOT line that is less than $3 \times H$ away from the LUMINAIRE. The cut-off may be accomplished either by the LUMINAIRE photometric properties, or by a supplementary external shield.

- b) Additional shields that are installed to control LIGHT TRESPASS and GLARE as required herein shall be designed so that the parts of the shields that are exposed to the DIRECT LIGHT of the LUMINAIRE and visible from STREETS, or abutting LOTS that are in Residential or Conservation USE, shall have a flat-black, low-reflectivity finish.
- c) LUMINAIRES shall be SHIELDED so that LIGHT TRESPASS onto STREETS is less than 0.8 fc, and onto an abutting LOTS that are in Residential or Conservation USE, including such LOTS abutting on the opposite side of a STREET, is less than 0.3 fc. This measurement shall be made with a photometer placed horizontally on the ground at points at the LOT lines. The Lighting Plan (Section 5) shall include calculations demonstrating that this LIGHT TRESPASS criterion will be met.
- d) LUMINAIRES installed on one LOT to illuminate another LOT, or installed in a STREET, railroad, utility, or other right-of way to illuminate an adjacent LOT, are prohibited. As used in this subsection, LOT shall always mean LOT as defined in section 1.3 of this Bylaw.
- e) No single LUMINAIRE shall employ LAMP(s) exceeding a total of 400 watts, not including power for ballast or transformer.
- f) Strobe and flashing lights, and laser illumination, are prohibited except as allowed under Section 10.6.5 (Exemptions).

10.6.2.3 Hours of operation -

- a) All non-residential OUTDOOR LIGHTING, with the exception of STREETLIGHTS and safety or security lighting as defined herein, may be turned on no earlier than one hour before business hours and shall be turned off no later than 11 PM or one half an hour after close of business, whichever is later.
 - i. Business hours, as used here, is defined as the period of time during which at least one person is present for the purpose of conducting or concluding business on the LOT or in a STRUCTURE on the LOT.
 - ii. Safety lighting, as used here, is defined as lighting to safeguard the movement of persons by foot or by non-motorized vehicles or by vehicles for disabled persons over hazardous footing or in areas that conflict with vehicle traffic, or lighting for the purpose of aiding the visible detection and recognition of other persons. Safety lighting includes lighting for stairs, pedestrian ramps and tunnels, and pedestrian routes that are reasonably expected to be used after business hours.
 - iii. Security lighting, as used here, is defined as lighting to protect BUILDINGS, and property stored outdoors.
- b) Lighting controlled by motion detectors or infrared sensors with an on-time of no more than 10 minutes per activation is exempt from the hours-of-operation restriction. The motion detector shall be adjusted so that normal movement of vehicles and traffic along a STREET or public right of way shall not cause its activation.
- c) Lighting of recreational facilities must be turned off no later than one half-hour after the end of use.
- d) Lighting of the United States Flag and public monuments is exempt from these hours of operation provisions.

10.6.2.4 Special Provisions -

- a) Externally Illuminated Signs - Lighting for externally illuminated signs shall be projected downward from above. The LUMINAIRE shall be SHIELDED and shall comply with Section 10.6.2.2 (Control of LIGHT TRESPASS and GLARE). It shall be focused directly at the sign display area and SHIELDED so that the LAMP is not visible from STREETS, or abutting LOTS that are in Residential or Conservation USE (Figure 3).
- b) UP-LIGHTING - UP-LIGHTING is prohibited, except for illumination of the United States Flag, a BUILDING facade or a public monument. For any UP-LIGHTING, the LUMINAIRE shall be equipped with shields as necessary and shall comply with Section 10.6.2.2 including subsections b) through f). It shall be focused directly at the area of the target and SHIELDED so that the LAMP is not visible from a STREET, or a LOT that is in Residential or Conservation USE. Building facade illumination shall not exceed 0.25 watts of LAMP power per square foot of facade surface. The Lighting Plan shall specifically demonstrate compliance for any facade or monument UP-LIGHTING
- c) Illuminated Outdoor Recreation Facilities - Notwithstanding the requirement of Section 10.6.2.1 (LUMINAIRE design and shielding), the illumination of outdoor recreational facilities such as, but not limited to playing fields, pools, rinks, tennis courts, driving ranges, ski areas, or skateboard parks, shall be by either SHIELDED or FULLY SHIELDED LUMINAIRES. Such lighting shall be exempt from Sections 10.6.2.2.a) (seventy degree cut-off), 10.6.2.2.c) (LIGHT TRESPASS), and 10.6.2.2.e) (LAMPS not to exceed 400 watts per LUMINAIRE). The following requirements shall apply to illuminated outdoor recreation facilities:
 - i. Such SHIELDED LUMINAIRES shall be mounted at sufficient height and aimed so that the brightest part of the beam is elevated no more than 60 degrees above a point directly vertically below the LUMINAIRE (Figure 4). Light poles for recreation facilities may be as high as necessary to adequately illuminate the facility in compliance with the maximum 60 degree elevation angle, but shall not exceed a height of

85 feet. See section 5.3.5.3 of this Bylaw for a special permit to increase pole height.

- ii. The LUMINAIRES shall be SHIELDED so that LIGHT TRESPASS onto STREETS, or abutting LOTS in Residential or Conservation USE, is less than 0.8fc. This measurement shall be made with a photometer positioned at the boundary and aimed directly at the LUMINAIRE. The Lighting Plan shall include calculations demonstrating that the LIGHT TRESPASS requirement will be satisfied.
- iii. The LAMP shall not be visible from a STREET, or an abutting LOT that is in Residential or Conservation USE. Alternatively, the installer may retain a qualified independent lighting consultant to measure the maximum luminance visible from STREETS, or abutting LOTS that are in Residential or Conservation USE. The measurement report shall be delivered to the Building Commissioner and shall demonstrate that the maximum luminance apparent from a STREET, or an abutting LOT that is in Residential or Conservation USE, is not more than 2500 cd/sq.m.

- d) LUMINAIRES in a Local Historic Districts - In Local Historic Districts, LUMINAIRES may be exempted from Section 10.6.2.1 (LUMINAIRE design and shielding) if the Historic District Commission specifically requires LUMINAIRES of a type that is not available in a version that meets the FULLY SHIELDED criterion. In such cases, such LUMINAIRES shall comply with IESNA CUTOFF light distribution standards.

Illumination for externally illuminated signs in a Local Historic District may be from below using UP-LIGHTING from SHIELDED LUMINAIRES. In this case, the LAMP shall not be visible from a STREET, or from an abutting LOT that is in Residential or Conservation USE, and shields shall comply with Section 10.6.2.2 b) (Visible part of shield has flat-black finish).

10.6.3 Total Site Power Limits

- 10.6.3.1 This section regulates the total amount of lighting that may be used on a LOT. For simplicity, this is accomplished through regulation

of the total amount of outdoor LAMP watts installed on the LOT, instead of the total lumen output. An OUTDOOR LIGHTING installation complies with this section if the actual Total Installed Watt Ratings of all LAMPS is no greater than the Allowed Lighting Power. Ballast and transformer power is not counted in this total.

- 10.6.3.2 The Allowed Lighting Power shall be the sum of contributions calculated according to the Activity Areas listed in sections 10.6.3.2.a) through f) below. Only those spaces on a LOT, which are covered with impervious materials, shall be counted towards Activity Areas. Activity Areas on a LOT shall be clearly marked and labeled on the Site Plan. There shall be no overlapping Activity Areas. For a space to be included in the total of an Activity Area, a LUMINAIRE must be within 100 feet of any such space.

- a) Parking lots, driveways, walkways, bikeways - 0.1 watts per square foot of the area of parking lots, driveways, walkways, bikeways, and any other outdoor impervious surfaces on the LOT. These Activity Areas include a 5-foot wide margin of grade or landscaping around the impervious surfaces.
- b) BUILDING entrance areas - 13 watts per linear foot of the width of all doors, plus six feet per door.
- c) BUILDING CANOPIES - 0.4 watts per square foot of the ceiling area of walkway CANOPIES. For portions of BUILDING walkway CANOPIES extending over an entrance area, the Allowed Lighting Power may be regulated by section 10.6.3.2.b) above.
- d) Retail sales CANOPIES: 0.9 watt per square foot of the ceiling area of service station and retail sales CANOPIES. Retail sales CANOPIES are covered spaces that are used for display or dispensing of products for sale.
- e) Retail sales frontage - 20 watts per linear foot of sales frontage. Sales frontage is measured along the edge, as viewed from a STREET, of a paved or otherwise improved area used exclusively for the display of vehicles or other large objects for sale. For this purpose, sales frontage shall be assumed to be 20 feet deep.

- f) OUTDOOR SALES AREA - 0.8 watts per square foot times the area of the OUTDOOR SALES AREA. This area shall be specifically for the display and storage of vehicles, structures, or other large objects offered for sale, and shall not include driveways, walkways, service areas, storage, or other uses.
- 10.6.3.3 Unlit areas of the LOT may not be used to calculate Allowed Lighting Power. An illuminated area of the LOT is defined as within 100 feet of a LUMINAIRE on the LOT, or, if under a CANOPY, within 25 feet of a LUMINAIRE mounted under the CANOPY.
- 10.6.4 Lighting Plan
- 10.6.4.1 A Lighting Plan shall be included in all applications for a Site Plan Special Permit that proposes new or replacement lighting installations. For initial developments of land, a major modification (more than 25% of LUMINAIRES being modified or replaced), or a major addition (more than 25% increase in the number of LUMINAIRES), this lighting plan shall be certified to be valid and correct by its designer. The lighting plan shall contain:
- a) On the site plan - the location, height, shielding type of all existing and proposed outdoor LUMINAIRES, and the wattage rating of all LAMPS in each LUMINAIRE, including BUILDING or CANOPY mounted LUMINAIRES. Any existing off-site LUMINAIRES used to illuminate the LOT shall be included in the Lighting Plan. Activity areas (Section 10.6.3) shall be clearly marked on the Site Plan.
 - b) Manufacturer's data - For all LUMINAIRES, whose LAMP wattage is greater than Table 1, Column B, the manufacturer's specification data and technical drawings, including the LUMINAIRE LAMP wattage; photometric data showing that the LUMINAIRE is FULLY SHIELDED, including an electronic copy of the IES photometric file, or a reference to the file location on the manufacturer's website. Manufacturer's photometric specification that the LUMINAIRE is rated IESNA Full Cutoff (FCO) is sufficient to show that it is FULLY SHIELDED. For all LUMINAIRES whose LAMP wattage is less than values shown in Table 1, Column B but greater than values shown in Table 1, Column A, the manufacturer's specification data and technical drawings showing that it meets the definition of SHIELDED LUMINAIRE.
 - c) The data of previous sections a) and b) shall be organized into a table, with one line per LUMINAIRE.
 - d) Calculations showing that the maximum LIGHT TRESPASS allowed, Sections 10.6.2.2.c) (Light trespass) and 10.6.2.4.c) (Outdoor Recreational Facilities), will be satisfied by the design.
 - e) Calculation of the Allowed Lighting Power for the LOT according to Section 10.6.3 (Total Site Energy [Power] limits). Activity areas (Section 10.6.3) shall be clearly marked on the Site Plan.
 - f) Calculation of the Total Installed Lighting Power from the LUMINAIRES proposed for installation on the Lighting Plan plus any existing LUMINAIRES intended to remain in use, and demonstration that Total Installed Lighting Power does not exceed the Allowed Lighting Power.
- 10.6.4.2 Submission and subsequent approval of a plan does not relieve the applicant of responsibility to demonstrate conformity to all sections of this bylaw, both in the individual LUMINAIRES as built, and for the entire LOT as built. The designer shall submit an as-built plan that correctly reflects the as-built installation, and shall certify that the as-built installation conforms to the requirements of this bylaw.
- 10.6.5 Exemptions - The following lights shall be exempt from the standards of this bylaw:
- 10.6.5.1 Internally illuminated signs.
 - 10.6.5.2 Temporary holiday lighting.
 - 10.6.5.3 Emergency lighting such as used by the Police, Fire Department, or other official or utility emergency personnel. Placement of longer-term emergency lighting shall, to largest extent possible, take into consideration the detrimental effects of GLARE on passing motorists and pedestrians, and on residential LOTS.
 - 10.6.5.4 Temporary lighting used on construction sites. All such lighting shall be placed and directed to minimize the detrimental effects of GLARE on passing motorists and pedestrians, and on residential LOTS.

10.6.5.5 Lighting during special events such as fairs, celebrations, or concerts sponsored by the Town of Acton or authorized by the Acton Board of Selectmen. Lighting for festivals and carnivals is exempt but should be in keeping with the intent of this ordinance.

10.6.5.6 Warning and alarm lights that alert to a malfunction or emergency situation.

10.6.6 Definitions
CANOPY - an opaque ceiling over installed lighting.

CUTOFF (CO) - A LUMINAIRE light distribution, specified by the IESNA, where the intensity in candela per 1000 LAMP lumens does not numerically exceed 25 (2.5%) at a vertical angle of 90 degrees above nadir, and 100 (10%) at a vertical angle of 80 degrees above nadir. Nadir is the point directly vertically below the LUMINAIRE. A FULL CUTOFF (FCO) LUMINAIRE is also a CUTOFF LUMINAIRE.

DIRECT LIGHT - Light emitted directly from the LAMP, from the reflector or reflector diffuser, or through the refractor or diffuser lens of a LUMINAIRE.

FOOT CANDLE (fc) - Unit of ILLUMINANCE; One lumen per square foot.

FULL CUTOFF (FCO) - A LUMINAIRE light distribution, specified by the IESNA, where zero candela intensity occurs at an angle of 90 degrees above nadir, and at all greater angles from the nadir. Additionally, the candela per 1000 LAMP lumens does not numerically exceed 100 (10 percent) at a vertical angle of 80 degrees above nadir. Nadir is the point directly vertically below the LUMINAIRE. A FCO LUMINAIRE is FULLY SHIELDED.

FULLY SHIELDED: constructed in such a manner that no light emitted by the fixture, either directly from the LAMP or a diffusing element, or indirectly by reflection or refraction from any part of the LUMINAIRE, is projected above a horizontal plane passing through the lowest direct-light-emitting part of the LUMINAIRE. (Figure 1). BUILDING CANOPIES, overhangs, roof eaves and similar types of construction shall not be considered as the means for providing the FULLY SHIELDED light cut-off characteristic. This shall be achieved by the LUMINAIRE itself. (Figure 5)

GLARE - The sensation of visual discomfort or loss in visual performance and visibility produced by luminance within the visual field that is sufficiently greater than the luminance to which the eyes are adapted.

INDIRECT LIGHT - DIRECT LIGHT that has been reflected off the surface of any permanently constructed object other than the source LUMINAIRE.

IESNA or IES - Illuminating Engineering Society of North America. A professional association of lighting engineers and lighting manufacturers generally recognized as the definitive source for illumination recommendations in the United States. An IES photometric file is defined by IESNA standards.

ILLUMINANCE - The luminous flux incident per unit area, expressed in FOOT CANDLE (one LUMEN per square foot). Horizontal or vertical ILLUMINANCE is that measured with a photometer cell mounted horizontally or vertically.

LAMP - The light source component of a LUMINAIRE that produces the actual light.

LIGHT TRESPASS - DIRECT or INDIRECT LIGHT produced by an artificial light source and which shines outside the boundaries of the LOT containing the LUMINAIRE.

LUMINAIRE - A complete OUTDOOR LIGHTING unit or fixture including a LAMP or LAMPS, together with the parts designed to distribute the light, to position and protect the LAMPS, and to connect the LAMPS to the power supply, but not including a pole on which the LUMINAIRE may be mounted.

OUTDOOR LIGHTING - The night-time illumination of an outside area or object by a LUMINAIRE located outdoors. LUMINAIRES under a CANOPY are considered outdoor lights and are regulated by this bylaw.

OUTDOOR SALES AREA - A static display of goods for sale at night, such as automobile sales lots, landscaping and nursery businesses, outdoor construction material sales lots, and outdoor activity areas such a miniature golf, family fun centers, and permanent swap meets. An OUTDOOR SALES AREA location is not covered by CANOPIES or other STRUCTURES.

SHIELDED - A LUMINAIRE employing a shield to prevent GLARE The LUMINAIRE shall have a generally downward distribution of light and must have a top shield to minimize upward light.

STREETLIGHTS - LUMINAIRES installed within a STREET and intended primarily for the illumination of the STREET.

UP-LIGHTING - DIRECT LIGHT illumination distributed above a 90 degree horizontal plane through the lowest DIRECT LIGHT emitting part of the LUMINAIRE.

10.6.7 Figures and Tables

. FULLY SHIELDED. No light emitted above a horizontal plane through the lowest DIRECT-LIGHT-EMITTING part of LUMINAIRE.

. Not FULLY SHIELDING. Light is emitted above a horizontal plane through the lowest DIRECT-LIGHT-EMITTING part of LUMINAIRE.

Table 1. LUMINAIRES whose LAMP wattage exceeds the values in Column A of this table shall be SHIELDED.

Lamp type	A; SHIELDED	B; FULLY SHIELDED
Incandescent, Halogen	60w	120 w
High Pressure Sodium, Metal Halide, Mercury Vapor, other HID	35 w	35 w
Fluorescent, Low Pressure Sodium	13 w	20 w

C. Insert a new section 5.3.5.3 as follows

5.3.5.3 In all Districts, the Planning Board may by special permit increase the height limits in the Table of Standard Dimensional Regulations for light poles that illuminate outdoor recreation facilities such as, but not limited to, playing fields, pools, rinks, tennis courts, driving ranges, ski areas, or skateboard parks that are operated as a Recreation, Municipal, or Commercial Recreation USE. In considering a special permit, the Planning Board shall take into account the trade-offs between the height of light poles and the improved illumination of the facility, and it shall weigh any mitigating effects on light trespass and glare. The luminaires on such light poles shall comply with section 10.6.2.4.c) of this bylaw. No such light poles shall exceed a height of 85 feet.

D. Delete Section 7.4.3.3 and replace it with a new section 7.4.3.3 as follows:

7.4.3.3 Except as otherwise provided herein, illumination for any SIGN shall be provided through a stationary external light source, with the light projected downward from above and in compliance with section 10.6.2.4.a) of this bylaw. In no case shall the illumination of a SIGN cause blinding or otherwise obstruct the safe vision of any traffic participant anywhere. SIGN illumination through an external source shall always be white or off-white.

[Note: Section 7.4.3.3 currently reads:

7.4.3.3 Except as otherwise provided herein, illumination for any SIGN shall be provided through an external light source which shall be stationary, and concealed or hidden so that it is invisible from any abutting property and practically invisible to the casual passerby on or outside the LOT. Such light source shall be directed primarily onto the SIGN and maintained at a sufficiently low intensity and brightness to avoid glare. In no case shall the illumination of a SIGN cause blinding or otherwise obstruct the safe vision of any traffic participant anywhere. SIGN illumination through an external source shall always be white or off-white.]

, or take any other action relative thereto.

MOTION:

Mr. Shupert moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES BY 2/3 VOTE

ARTICLE 27 # A RESOLUTION OF THE TOWN OF ACTON AFFIRMING OUR CIVIL LIBERTIES (Majority vote)

Whereas, the Town of Acton denounces terrorism and appreciates and supports those who defend us from terrorism and terrorist attacks: the men and women serving in our armed forces, federal, state and local law enforcement officers, firefighters, & health service professionals, and

Whereas, the Town of Acton values a diverse population whose contributions to the community are essential to its vitality and character, and

Whereas, the Town of Acton has an historic and distinguished tradition of fighting for the civil liberties for all people as expressed in the Constitution of the United States and the Constitution of the Commonwealth of Massachusetts, and

Whereas, the First Amendment to the United States Constitution states " Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof;

or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances,” and

Whereas, the Fourth Amendment states “the right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no warrants shall issue, but upon probable cause, supported by oath or affirmation, and particularly describing the place to be searched, and the persons or things to be seized,” and

Whereas, the Sixth Amendment guarantees defendants the following rights: “the right to a speedy and public trial, by an impartial jury, to be informed of the nature and cause of the accusation, to be confronted with the witnesses against him, to have the assistance of counsel for his defense,” and

Whereas, the Eighth Amendment states “excessive bail shall not be required, nor excessive fines imposed, nor cruel and unusual punishments inflicted,” and

Whereas, the Fourteenth Amendment states “...nor shall any State deprive any person of life, liberty, or property without due process of law, nor deny to any person within its jurisdiction the equal protection of laws,” and

Whereas, we believe these liberties are precious & are now being threatened by the USA

PATRIOT Act, which:

- All but eliminates judicial supervision of telephone and Internet surveillance;
- Greatly expands the government's ability to conduct secret searches;
- Give the U.S. Attorney General and the Secretary of State unchecked power to designate domestic groups as "terrorist organizations," and
- Grants the FBI broad and unsupervised access to sensitive medical, mental health, financial, and educational records about individuals without having to show evidence of a crime and without a court order; and

Whereas, Federal Executive Orders

- Establish secret military tribunals for terrorism suspects;
- Permit wiretapping of conversations between federal prisoners and their lawyers;
- Lift Department of Justice regulations against illegal COINTELPRO operations by the FBI (i.e., convert activities that in the past targeted domestic groups and individuals), and
- Limit the disclosure of public documents & records under the Freedom of Information Act;

Whereas, Town employees are prevented from protecting the constitutional rights of citizens of Acton according to Section 215 of the USA PATRIOT Act and are at risk of prosecution due to the conflict between said Section and the Constitution of the United States;

NOW, THEREFORE, in keeping with the spirit and history of the Town of Acton, **BE IT RESOLVED THAT:**

1. The Town of Acton has been and remains firmly committed to the protection of civil liberties. We affirm our commitment to embody the spirit of democracy, to embrace and defend human rights and civil liberties for all regardless of citizenship, gender, sexual orientation, racial identification, religious affiliation, age or country of origin.
2. The Town of Acton calls upon all private citizens, including residents, employers, and business owners, to demonstrate similar respect for each others' civil rights and civil liberties.
3. The Town of Acton affirms its strong opposition to those parts of the USA PATRIOT Act, any Justice Department directives, or Executive Orders that weaken or destroy our civil liberties.
4. The Town Manager shall be directed to transmit a copy of this resolution to all members of the Massachusetts Congressional Delegation, the President of the United States, and the U.S. Attorney General accompanied by a letter urging them to:
 - Thoroughly and immediately assess the impact of the USA PATRIOT Act on individual civil liberties;
 - Work to repeal provisions of the USA PATRIOT Act and other laws and regulations that infringe on civil rights and liberties;
 - Closely monitor federal anti-terrorism tactics;
 - Oppose further legislation & Executive Branch Orders that violate our Bill of Rights.
5. The Town Manager shall be directed to transmit a copy of this resolution to the Governor, Attorney General of the Commonwealth of Massachusetts, and Acton's delegation to the General Court of Massachusetts.

MOTION:

Ms. Kennedy moves that the Town adopts the non-binding resolution as set forth in the Article.

MOTION CARRIES

MOTION: Mr. Foster moves to adjourn the Annual Town Meeting at 10:22 PM until April 13, 2004 at the Acton-Boxborough Regional High School Auditorium at 7:00pm.

MOTION CARRIES UNANIMOUSLY

APRIL 13, 2004

The Moderator, Mr. MacKenzie, calls the adjourned session of the 2004 Annual Town Meeting to order at 7:04 PM

Planning Board Chairperson, Mrs. Lauren Rosenzweig introduces Dave Brown of the EAVC who presents and explains the articles to amend the Zoning Bylaws.

ARTICLE 28 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN VILLAGE GREEN REZONING

(Two-thirds vote)

To see if the Town will vote to amend the zoning map, Map No. 1, by rezoning from Limited Business (LB) to Agriculture Recreation Conservation (ARC) an area of land shown in the 2003 Town Atlas on map G-4 as parcel 212, or take any other action relative thereto.

MOTION:

Mr. Brown moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 29 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN 8 WETHERBEE STREET REZONING

(Two-thirds vote)

To see if the Town will vote to amend the zoning map, Map No. 1, by rezoning from Small Manufacturing (SM) to East Acton Village (EAV) an area of land shown in the 2003 Town Atlas on map G-5 as parcel 69, or take any other action relative thereto.

MOTION:

Mr. Brown moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 30 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN EAV DISTRICT USE REGULATIONS

(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw, section 3 as follows [Notes in italic print are not part of the article but are intended for explanation only]:

- A. In the Table of Principal Uses, delete the EAV column and replace it with a new EAV column as follows [Y = the use is allowed; N = the use is not allowed; SPA or SPS = the use may be allowed by special permit. For reference purposes, where changes are proposed in the EAV district, the present designation is shown in brackets]:

VILLAGE DISTRICTS

PRINCIPAL USES

EAV

3.2 GENERAL USES

3.2.1	Agriculture	Y
3.2.2	Conservation	Y
3.2.3	Recreation	N

3.3 RESIDENTIAL USES

3.3.1	Single FAMILY Dwelling	Y
3.3.2	Single FAMILY Dwelling with One Apartment	Y
3.3.3	Two-FAMILY Dwelling	Y [N]
3.3.4	Dwelling Conversions	SPA
3.3.5	Multifamily Dwelling	Y (3) [N(3)]

3.4 GOVERNMENTAL INSTITUTIONAL & PUBLIC SERVICE USES

3.4.1	Municipal	Y
3.4.2	Educational	Y
3.4.3	Religious	Y
3.4.4	Nursing Home	N [SPS]
3.4.5	Public or Private Utility Facilities	SPS [Y]
3.4.6	Child Care Facility	Y
3.4.7	Other Public Use (4)	SPS
3.4.8	Full Service Retirement Community	SPS
3.4.9	Assisted Living Residence (5)	SPS
3.4.10	Wireless Communication Facility (6)	N
3.4.11	Commercial Education or Instruction	Y [SPS]

3.5 BUSINESS USES

3.5.1	Retail Store	SPS (11) [Y]
3.5.2	Office	SPS (11) [Y]
3.5.3	Health Care Facility	Y
3.5.4	Hospital, Medical Center	N
3.5.5	Restaurant (8)	SPS
3.5.6	Combined Business & Dwelling	Y
3.5.7	Hotel, Motel, Inn, Conference Center	SPS
3.5.8	Bed & Breakfast	Y
3.5.9	Lodge or Club	SPS
3.5.10	Veterinary Care	SPS [N]
3.5.11	Animal Boarding	N
3.5.12	Services	Y
3.5.13	Repair Shop, Technical Shop, Studio	Y
3.5.14	Building Trade Shop	N [Y]
3.5.15	Commercial Recreation (9)	SPS (11) [SPS]
3.5.16	Commercial Entertainment	Y [N]
3.5.17	Golf Course in Residential Districts	N

3.5.18	Cross-Country Skiing in Residential Districts	N
3.5.19	Vehicle Service Station	N [SPS]
3.5.20	Vehicle Repair	N
3.5.21	Vehicle Body Shop	N
3.5.22	Vehicle Sale, Rental	N
3.5.23	Parking Facility	N [Y]
3.5.24	Transportation Services	N
3.5.25	Adult Uses	N

3.6 INDUSTRIAL USES

3.6.1	Warehouse	N
3.6.2	Distribution Plant	N
3.6.3	Manufacturing	N
3.6.4	Scientific	N

B. In the Table of Principal Uses, insert the following new footnotes:

(3) Not more than four DWELLING UNITS shall be permitted per multifamily dwelling.

(11) No special permit shall be required for this USE if its NET FLOOR AREA is 5000 square feet or less.

and renumber existing footnotes (3) through (9) to become footnotes (4) through (10) respectively.

C. Amend section 3.5.5 by adding at its end the following sentence:

“In the EAV District, service through walk-up windows may be allowed, and patios may be open and accessible from the outside.”

[Note: Section 3.5.5 currently reads:

3.5.5 Restaurant - Establishment where food and beverages are sold within a BUILDING to customers for consumption 1) at a table or counter, or 2) on a patio closed on all sides with entrance to the patio normally available only from the BUILDING, or 3) off the premises as carry-out orders, except that drive-up service shall not be allowed, or 4) any combination of the above. In the OP-2 and the TD District, the minimum square footage for an individual restaurant shall be 5,000 square feet measured in NET FLOOR AREA.]

D. Delete section 3.5.6 and replace it with a new section 3.5.6 as follows:

3.5.6 Combined Business and Dwelling - A LOT used for business USES and for not more than four DWELLING UNITS. Business USES and DWELLING UNITS may be in the same BUILDING or in separate BUILDINGS. In the EAV District, the

limit of four DWELLING UNITS shall not apply provided that the DWELLING UNITS are in the same BUILDING as business USES, or that not more than four DWELLING UNITS are within a multifamily dwelling. In the NAV District the limit of four DWELLING UNITS shall not apply where dwelling units are created through the application of Sections 5.4 and 5.5.

[Note: Section 3.5.6 currently reads:

Combined Business and Dwelling - A LOT used for business USES and for not more than four DWELLING UNITS except as otherwise provided for in the NAV and EAV Districts. Business USES and DWELLING UNITS may in the same BUILDING or in separate BUILDINGS.]

E. Insert a new section 3.9.3 as follows:

3.9.3 Nonresidential USES in the EAV District - In the EAV District, only the following USES shall be allowed on the ground floor of commercial or mixed use BUILDINGS: Retail Stores; Restaurants; Hotel, Motel, Inn, Conference Center; Bed & Breakfast; Lodge or Club; Veterinary Care; Services; Commercial Entertainment; Commercial Recreation; real estate agency; insurance agency; travel agency; law office; medical and dental offices; walk-in clinic; and Repair Shop, Technical Shop, Studio.

, or take any other action relative thereto.

MOTION:

Mr. Brown moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 31 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN EAV DIMENSIONAL REGULATIONS

(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw, section 5, Table of Standard Dimensional Regulations, by deleting the line for EAV and replacing it with a new line for EAV as follows: [Notes in italic print are not part of the article but are intended for explanation only. For reference purposes, where changes are proposed in the EAV district, the present designation is shown in brackets]:

Zoning Districts	Minimum Lot Area In sq. ft.	Minimum Lot Frontage in feet	Minimum Lot Width in feet	Minimum Front Yard in feet	Minimum Side & Rear Yard in feet	Minimum Open Space in percent	Maximum Floor Area ratio	Maximum Height in feet
EAV	NR [10,000]	NR [100]	NR [50]	10 (10) [10(9)]	NR (1) [10(1)]	25% [35%]	0.20 (4)	36

and, delete in the first sentence of footnote (10) the words "SAV District" and replace them with the words "SAV and EAV Districts".

[Note: The first sentence of footnote (10) currently reads: "The maximum front yard shall be ten (10) feet in the WAV District and twenty feet (20') in the SAV District, or the lesser of the front yards of the two BUILDINGS or STRUCTURES on either side, whichever is the least".]

, or take any other action relative thereto.

MOTION:

Mr. Brown moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 32 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN EAV SPECIAL PROVISIONS (Two-thirds vote)

To see if the Town will vote to amend section 5.5 of the zoning bylaw as follows [Notes in italic print are not part of the article but are intended for explanation only]:

- A. Delete section 5.5.1 and place a new purpose statement under the existing title of section 5.5 - Special Provisions for Village Districts, as follows:

"Purposes - The purposes of this section are to set forth specific provisions regarding development scale and intensity in the Village Districts in order to promote compact development patterns, a mixture of housing and businesses, the preservation and vitality of small businesses, pedestrian amenities and pedestrian-scale environments, and environmentally sustainable design and construction."

[Note: Section 5.5.1 currently reads:

Purpose - The purpose of this Section is to set forth specific provisions regarding development intensity in the Village Districts in order to promote compact development patterns, preservation and vitality of small businesses; and pedestrian-scale environments.]

- B. After the Purpose statement of section 5.5, insert a new section title as follows:

"5.5A Business Size Limits in Village Districts"

and re-number section 5.5.2 - Maximum Floor Area of Businesses and Industries, to become new section 5.5A.1, and delete the column for EAV in the table of this section and replace it with a new column for EAV as follows [All limits are expressed in square feet. Where changes are proposed, the current floor area limits are shown in italic print]:

PRINCIPAL USES

VILLAGE DISTRICTS

	EAV
3.4.11 Commercial Education or Instruction	5,000
3.5.1 Retail Store	7,500 [5,000]
3.5.2 Office	7,500 [5,000]
3.5.3 Health Care Facility	5,000
3.5.5 Restaurant	5,000
3.5.9 Lodge or Club	5,000 [NR]
3.5.10 Veterinary Care	5,000 [NR]
3.5.12 Services	5,000
3.5.13 Repair Shop, Technical Shop, Studio	5,000
3.5.14 Building Trade Shop	5,000
3.5.15 Commercial Recreation	7,500 [NR]
3.5.16 Commercial Entertainment	5,000 [NR]
3.6.3 Manufacturing	NR

NR = No Regulation

and, for line 3.4.11 insert the letters NR under the column headings NAV, SAV, and WAV.

[Note: Line item 3.4.11 is a new entry in this table. It is an allowed use by special permit in the other Village Districts, but no size limitations exist for that use in those districts. Line 3.6.3 is an existing entry in the table, but Manufacturing is not an allowed use in the EAV District. Therefore, size regulations are not applicable in this district.]

- C. Insert a new section title 5.5B as follows:

5.5B Special Provisions for the East Acton Village District

and insert a new section 5.5B.1 as follows:

5.5B.1 Design Provisions for the East Acton Village District

5.5B.1.1 Purpose - In the East Acton Village District, the principal goal guiding the regulations set forth herein is to sustain and encourage a vital business center that provides needed goods, services, and jobs in a manner that is compatible with Acton's historic development pattern and establishes pedestrian accessibility and circulation throughout the East Acton Village area in order to limit vehicular congestion. These regulations will provide clear guidance to those who would like to expand or locate businesses in the East Acton Village District. They will also ensure that future development will help create the form, cohesion, order, and supporting infrastructure that will identify the East Acton Village District as an attractive, pleasant, and desirable center for business, shopping, and other commercial and community activities. The layout and design of the sites and BUILDINGS shall be conducive to pedestrian use. The purpose of the design principles herein is to provide convenient and efficient pedestrian access within the East Acton Village District; to connect the East Acton Village District via pedestrian ways to surrounding neighborhoods and facilities which are otherwise separated with landscape buffers; to provide a safe and comfortable pedestrian environment with walkways, pedestrian conveniences and amenities; and to encourage BUILDINGS with a pedestrian oriented scale and design. For more guidance related to the layout and design of sites and buildings in the East Acton Village (EAV) District, please refer to the East Acton Village Plan as amended.

5.5B.1.2 The following standards shall apply to all STRUCTURES and additions to STRUCTURES for which a Site Plan Special Permit is required on LOTS in the EAV District:

- a) The Sidewalks - The Site Plan Special Permit Granting Authority shall require sidewalks along the LOT'S FRONTAGE on a STREET or STREETS. The sidewalk shall be at least 10 feet wide but wider where necessary to allow pedestrian shopping and activities to spill out onto the sidewalk. Sidewalks may be located wholly or partially within the STREET layout. If on LOTS, sidewalks shall be considered part of the minimum required OPEN SPACE. The sidewalk shall be separated, where feasible,

from the vehicular roadway with a landscaped buffer to provide both safety to pedestrians and to create the sense of village. The landscaped buffer shall consist of shade trees placed at appropriate intervals and other landscaping and STREET design elements such as benches and shrubs, and it may consist in part of on-STREET vehicular parking spaces.

- b) Walkways - The Site Plan Special Permit Granting Authority shall require walkways among BUILDING entrances using straight and/ or gently curving paths connecting BUILDINGS to BUILDINGS, BUILDINGS to STREETS, and BUILDINGS to sidewalks with minimal interruption by driveways. Parking lot aisles, along with access and interior driveways, do not count as walkways. Walkways should include "bulges" to allow for gathering points that may include special features (e.g., water elements, sculptures, statues, etc.). Special features should be designed for public interaction. Benches and other places for people to wait, bicycle racks, stroller bays, and other pedestrian amenities may be required near building entrances if deemed appropriate by the Site Plan Special Permit Granting Authority. Where feasible, walkways should have some degree of enclosure achieved through the use of BUILDING fronts, trees, low hedges, arcades, trellised walks, or other means in order to positively define its space. Walkways and related pedestrian amenities on LOTS under this Section b) and the following Sections c) and d) shall be considered part of the minimum required OPEN SPACE.
- c) Connections between LOTS - The Site Plan Special Permit Granting Authority shall require driveway and walkway connections to abutting LOTS within the EAV District using the standards from Section b) above. Where such connections are not available due to existing conditions on abutting LOTS, provisions shall be required to connect to such abutting LOTS at a future date in locations determined by the Site Plan Special Permit Granting Authority.
- d) Connections to EAV Surroundings - The Site Plan Special Permit Granting Authority shall require pedestrian connections to abutting neighborhoods and facilities outside the EAV District using the standards from Section b) above. Where such connections are not available due to existing conditions in the surrounding area, provisions shall be required for

such connections at a future date in locations determined by the Site Plan Special Permit Granting Authority.

- e) The Pedestrian Plaza - Where a LOT has on it STRUCTURES totaling a NET FLOOR AREA of 30,000 square feet or more, it shall have one or more pedestrian plazas on it.

- i. The combined area of pedestrian plazas shall measure at least 5% of the NET FLOOR AREA on the LOT, but not more than 3,000 square feet in combined area shall be required. At least one of the pedestrian plazas shall measure 1,500 square feet or more with a minimum side dimension of 20 feet. No pedestrian plaza shall measure more than 3,000 square feet.
- ii. The pedestrian plaza shall be a natural gathering spot at the STREET level in front of a BUILDING, on the side of a BUILDING, or in between BUILDINGS, which is to be used exclusively by pedestrians and connects to the sidewalk and walkways. For the purpose of this Section, a pedestrian arcade located within a BUILDING footprint and open to the outdoors may be counted towards the minimum area required for a pedestrian plaza.
- iii. The pedestrian plaza shall be designed open on one side to an adjacent larger space, natural view, or activity area such as an outdoor cafe, coffee cart, food stand, basketball hoop, game tables, or playground. Within the pedestrian plaza, at least one seating area or activity pocket shall be placed along the edge of the plaza looking into the plaza. The pedestrian plaza shall be accented with pedestrian amenities such as benches, kiosks and other partly enclosed outdoor structures to facilitate waiting and/ or group activities. Where feasible, add a few steps at the edge where stairs come down or where there is a natural change in grade. Make these raised areas immediately accessible from below so that people may congregate and sit to watch the local activity. To create minor boundaries between outdoor areas and/ or BUILDINGS where there is no grade change., add "sitting walls". Sitting

walls should be no higher than 16 inches and wide enough to sit on (at least 12 inches wide).

- iv. Shade trees, ornamental trees and other landscaping shall be included to provide shelter from the sun, to reduce noise, to beautify/ enhance the appearance of the EAV District and to mitigate fumes. All landscaping shall use species that are tolerant to the climatic conditions in Acton and shall be designed to facilitate ongoing maintenance and watering.
- v. Notwithstanding any other provisions of this Bylaw to the contrary, the serving of foods and drinks at outdoor tables shall be permitted in a pedestrian plaza.
- vi. A pedestrian plaza shall be considered part of the minimum required OPEN SPACE. The area required for a sidewalk shall not be included in the pedestrian plaza.

f) Driveways and Parking Lots -

- i. No driveway or parking lot shall be placed in the portion of a LOT that is directly in front of a BUILDING as seen from a STREET, whether or not the BUILDING is located on the same LOT as the driveway or parking lot, except that a driveway and parking lot may be placed in the front of a BUILDING that is located in the rear of another BUILDING when viewed from a STREET. No driveways or parking lots shall be located between a pedestrian plaza and a STREET, nor shall any driveway or parking lot intersect or be mixed with a pedestrian plaza.
- ii. Vehicular driveways and parking lots may be located to the side and rear of BUILDINGS, to the rear of a pedestrian plaza or underground. Where parking is located to the rear of BUILDINGS with additional BUILDINGS behind, a quadrangle effect should be created allowing parking, landscaping, and walkways / bikeways within this center area surrounded on all sides by shops and activity centers.

g) BUILDING Design -

- i. At least 60 percent of the front side of a LOT facing a STREET, measured in percentage of linear feet of the LOT FRONTAGE, shall be occupied by BUILDINGS or by a pedestrian plaza that are located within 20 feet of the STREET sideline. A reduction of this requirement of the front side of a LOT may be allowed provided the Site Plan Special Permit Granting Authority finds that the alternative design features are consistent with Section 5.5B.1.1 of this Bylaw.
- ii. BUILDINGS shall be of a design similar to the architecture in historic commercial centers of New England in terms of scale, massing, roof shape, spacing, and exterior materials. Alternative designs may be allowed provided the Site Plan Special Permit Granting Authority finds the alternative design is consistent with Section 5.5B.1.1 of the Bylaw.
- iii. BUILDING facades facing STREETS or pedestrian plazas are also referred to herein as the BUILDING front(s) or BUILDING front facade(s). Such BUILDING fronts shall have setbacks only to accommodate sidewalks and/or pedestrian plazas or amenities and shall have a vertical orientation, meaning either that the BUILDING shall actually have a greater height than width, or that the facades and roof lines of the BUILDING are designed to reduce the massing and bulk so that it appears as a group of smaller masses with a distinct vertical orientation.
- iv. The BUILDING front facades shall be articulated to achieve a human scale and interest. The use of different textures, shadow lines, uneven angles, detailing and contrasting shapes is required. Not more than 50 feet of a BUILDING front shall be in the same vertical plane.
- v. The BUILDING front facade(s) shall be faced with materials that resemble historic New England architecture.
- vi. On the BUILDING fronts, the ground floor shall be designed to be occupied by businesses with a higher percentage of walk-in traffic (e.g., Retail Stores, Restaurants, Service related businesses, Commercial Entertainment).
- vii. The main business entrance to each ground floor business, identified by the larger doors, signs, canopy, or similar means of highlighting, shall be from the BUILDING front.
- viii. Arcades and canopies are encouraged. They shall not be considered part of the BUILDING. These arcades and canopies should be used to connect the BUILDINGS to one another so that a person can walk from place to place under shelter. Arcades and canopies may be located within the 10-foot front yard setback where the Site Plan Special Permit Granting Authority finds such placement appropriate and consistent with Section 5.5B.1.1 of the Bylaw.
- ix. The BUILDING front(s) shall contain windows covering at least 15 percent of the facade surface. Windows shall be highlighted with frames, lintels, and sills, or equivalent trim features.
- x. Except for ground level display windows, windows shall have a 2:1 ratio of height to width. Alternative window designs may be allowed provided the Site Plan Special Permit Granting Authority finds them to be consistent with Section 5.5B.1.1 of the Bylaw and that they enhance one or more architectural features.
- xi. On the ground level portion of the BUILDING front, the amount of windows in the facade surface shall be at least 20 percent but not larger than 80 percent. Ground floor display windows shall be framed on all sides by the surrounding wall. They shall be highlighted with frames, lintels and sills or equivalent trim features, or may instead be recessed into the wall or projected from the wall.
- xii. Mirror windows and highly reflective surfaces shall not be allowed on the BUILDING fronts.

- xiii. Roofs shall be gabled with a minimum pitch of 9/12 (9" vertical for every 12" horizontal) and have overhanging eaves of at least one foot. Two or three story BUILDINGS, or two or three story portions of a BUILDING, may have a flat roof provided that the tops of the BUILDING front facades are treated with an articulated cornice, dormers, or other architectural treatment that appears an integral part of the BUILDING from all visible sides of the BUILDING.
- xiv. The main features of the architectural treatment of the BUILDING front facades, including the materials used, shall be continued around all sides of the BUILDING that are visible from a STREET or a pedestrian plaza. The Site Plan Special Permit Granting Authority may approve alternate treatment of side and rear BUILDING walls that is consistent with Section 5.5B.1.1 of the Bylaw and preserves the architectural integrity of the BUILDING as a whole.
- xv. Garage doors or loading docks shall not be allowed in the BUILDING fronts.
- xvi. BUILDING service and loading areas shall incorporate effective techniques for visual and noise buffering from adjacent USES.
- xvii. Accessory structures, air conditioning equipment, electric utility boxes, satellite dishes, trash receptacles, and other ground level utilities shall be unobtrusive when viewed from the STREET and adjacent LOTS.
- xviii. Rooftop mechanical equipment shall be screened from public view by the use of architecturally compatible materials.

, or take any other action relative thereto.

MOTION:

Ms. Williams moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 33 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN SITE PLAN REVIEW THRESHOLD FOR EAV

(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw, section 10, as follows [Notes in italic print are not part of the article but are intended for explanation only]:

- A. Delete the lead paragraph of section 10.4.1.1 and replace it with a new lead paragraph 10.4.1.1:

10.4.1.1 In the EAV, SAV and WAV Districts, a Site Plan Special Permit shall be required in all instances

[Note: Section 10.4.1.1 currently reads:

10.4.1.1 In the WAV and SAV Districts, a Site Plan Special Permit shall be required in all instances

- 1) for the initial development of land specified in Section 3, Table of PRINCIPAL USES as requiring a Site Plan Special Permit and for all ACCESSORY USES thereto, or

- 2) where the NET FLOOR AREA of an existing BUILDING is increased 500 square feet or more for USES designated as requiring a Site Plan Special Permit on the Table of PRINCIPAL USES, or

- 3) where a USE designated as requiring a Site Plan Special Permit on the Table of PRINCIPAL USES is expanded in ground area by 500 square feet or more of either impervious material, open storage or any area of the site devoted to the conduct of the PRINCIPAL or ACCESSORY USE.]

- B. Insert a new section 10.4.3.11 as follows:

10.4.3.11 Special Provisions Applicable to the EAV District - In the EAV District the site and BUILDING design shall be in compliance with Section 5.5B of this Bylaw.

, or take any other action relative thereto.

MOTION:

Ms. Williams moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 34 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN EAV-2 DISTRICT

(Two-thirds vote)

To see if the Town will vote to amend the zoning map and bylaw, as follows [Notes in italic print are not part of the article but are intended for explanation only]:

- A. **Zoning Map, Map No. 1** Rezone to East Acton Village 2 (EAV-2) the following parcels of land identified by their 2003 Town Atlas Map and Parcel numbers [Street addresses and current zoning designation are shown for reference purposes only].

Map	Parcel	Present	Street Address
F-4	54	LB	136 Great Rd
F-4	67	LB	134 Great Rd
F-4	67-1	LB	132 Great Rd
F-4	69*	LB / R-8	129 & 133 Great Rd
F-4	69-1	LB / R-8	125 Great Rd
F-4	104	LB	128 Great Rd
G-4	10	LB	126 Great Rd
G-4	143	SM	13 Wetherbee St
G-5	82	SM	18 Wetherbee St
G-5	82-1	SM	30 & 30A Great Rd
G-5	83**	SM / EAV	1-13 Keefe Rd
G-5	90	SM	19 Keefe Rd
G-5	92	SM	21 Keefe Rd
G-5	93	SM	25 Keefe Rd

* Rezone to EAV-2 only that portion of parcel F-4/69 that is shown as Lot 1C on a Plan of Land in Acton, Massachusetts for Distinctive Acton Homes by Stamski and McNary, Inc., dated April 4, 2003 and endorsed by the Acton Planning Board as an Approval-Not-Required-Plan on May 27, 2003 (Engineering Department plan file #3668).

** Rezone to EAV-2 only that portion of parcel G-5/83 that is presently zoned SM

- B. **Zoning Bylaw - Section 2** In section 2.1 insert the following new zoning district classification under the heading of Village Districts:
East Acton Village 2 EAV-2

- C. **Zoning Bylaw - Section 3.** In the Table of Principal Uses insert the following new EAV-2 column under the heading for Village Districts [In the table below Y indicates that the use is allowed by right, N indicates that the use is prohibited, and SPA, SPS or SPP indicate that the use may be allowed by special permit.]:

VILLAGE DISTRICTS EAV-2

PRINCIPAL USES

3.2 GENERAL USES

3.2.1	Agriculture	Y
3.2.2	Conservation	Y
3.2.3	Recreation	N

3.3 RESIDENTIAL USES

3.3.1	Single FAMILY Dwelling	Y
3.3.2	Single FAMILY Dwelling with One Apartment	Y
3.3.3	Two-FAMILY Dwelling	Y
3.3.4	Dwelling Conversions	SPA
3.3.5	Multifamily Dwelling	Y (3)

3.4 GOVERNMENTAL INSTITUTIONAL & PUBLIC SERVICE USES

3.4.1	Municipal	Y
3.4.2	Educational	Y
3.4.3	Religious	Y
3.4.4	Nursing Home	SPS
3.4.5	Public or Private Utility Facilities	SPS
3.4.6	Child Care Facility	Y
3.4.7	Other Public Use (4)	SPS
3.4.8	Full Service Retirement Community	SPS
3.4.9	Assisted Living Residence (5)	SPS
3.4.10	Wireless Communication Facility (6)	SPP
3.4.11	Commercial Education or Instruction	Y

3.5 BUSINESS USES

3.5.1	Retail Store	Y
3.5.2	Office	Y
3.5.3	Health Care Facility	SPS (11)
3.5.4	Hospital, Medical Center	N
3.5.5	Restaurant (8)	SPS
3.5.6	Combined Business & Dwelling	Y
3.5.7	Hotel, Motel, Inn, Conference Center	SPS
3.5.8	Bed & Breakfast	SPS
3.5.9	Lodge or Club	SPS
3.5.10	Veterinary Care	SPS
3.5.11	Animal Boarding	N
3.5.12	Services	Y
3.5.13	Repair Shop, Technical Shop, Studio	Y
3.5.14	Building Trade Shop	Y
3.5.15	Commercial Recreation (9)	SPS
3.5.16	Commercial Entertainment	Y
3.5.17	Golf Course in Residential Districts	N
3.5.18	Cross-Country Skiing in Residential Districts	N
3.5.19	Vehicle Service Station	N
3.5.20	Vehicle Repair	N
3.5.21	Vehicle Body Shop	N
3.5.22	Vehicle Sale, Rental	N
3.5.23	Parking Facility	N
3.5.24	Transportation Services	N
3.5.25	Adult Uses	N

PRINCIPAL USES

EAV-2

3.6 INDUSTRIAL USES

3.6.1	Warehouse	N
3.6.2	Distribution Plant	N
3.6.3	Manufacturing	N
3.6.4	Scientific	N

and insert the following new footnotes:

Zoning Districts	Minimum Lot Area In sq. ft.	Minimum Lot Frontage in feet	Minimum Lot Width in feet	Minimum Front Yard in feet	Minimum Side & Rear Yard in feet	Minimum Open Space in percent	Maximum Floor Area Ratio	Maximum Height in feet
EAV-2	15,000	50	NR	10	10 (1)	35%	0.20	36

And add at the end of footnote (1) the words "and EAV-2"

[Note: Footnote (1) currently reads:

- (1) Where a nonresidential USE abuts a residential district the yard or yards abutting the residential district shall be 20 feet in WAV, 30 feet in NAV and 30 feet in EAV.]

E. **Zoning Bylaw - Section 6.** Insert a new section 6.9.3 as follows:

6.9.3 In the EAV-2 District, the following special provisions for parking shall apply:

- a) **Connection of Parking - A Special Permit Granting Authority** shall require that all parking facilities be connected by a common driveway to the parking facilities of all adjacent USES and to all adjacent land in the EAV, EAV-2, and LB zoning districts, unless it finds that physical constraints, present site configuration, uncooperative abutters, or land vacancy precludes strict compliance. In such cases, the site and the parking facility shall be designed to provide for the future construction of common driveways. For the purposes of this Section, common driveway shall be defined as a driveway that is shared by two or more LOTS and located at least partially within the required setback areas of such LOTS. Such a common driveway can be either a shared ACCESS driveway to a STREET, or a driveway to a STREET, or a driveway connecting such LOTS with each other.

- (3) Not more than four DWELLING UNITS shall be permitted per multifamily dwelling.

- (11) No special permit shall be required for this USE if its NET FLOOR AREA is 5000 square feet or less.

and renumber existing footnotes (3) through (9) to become footnotes (4) through (10) respectively.

D. **Zoning Bylaw - Section 5.** In the Table of Standard Dimensional Regulations, insert the following entry for EAV-2:

- b) **Collective Use of Parking Facilities - Off-STREET** parking facilities may serve, collectively or jointly, different USES located throughout the same zoning district where such a collective use of the parking facility is based on a written agreement that: 1) assures the continued collective use; 2) states the number of parking spaces allocated to each participating USE; and 3) assures ACCESS to and maintenance of the common parking facility. In the case of such collective use of a parking facility, the minimum number of required parking spaces shall be 70% of the requirements in Section 6.3.1.

and renumber existing sections 6.9.2, 6.9.3, and 6.9.4, including their subsections, to become sections 6.9.4, 6.9.5 and 6.9.6, including their subsections, respectively.

, or take any other action relative thereto.

MOTION:

Ms. Williams moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 35 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN OPTIONS FOR DENSITY INCREASES IN EAV

(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw section 5 as follows [Notes in italic print are not part of the article but are intended for explanation only]:

A. Insert a new section 5.5B.2 as follows:

5.5B.2 Variable Density Provisions for the East Acton Village Districts

5.5B.2.1 Purpose - The purposes of this section are to better distinguish the East Acton Village District visually and aesthetically from the rest of the development along Great Road (Route 2A); to keep it compact; to maintain its historic structures; to increase business variety; to promote a pedestrian-friendly village environment; to encourage affordable housing; and to promote environmentally sustainable designs and construction methods. The density incentives offered in this section are intended to entice property owners to redevelop their properties in accordance with the design provisions of the previous Section 5.5B.1, and to help overcome redevelopment obstacles, such as cost of redevelopment and loss of income during construction time. Vehicle parking, OPEN SPACE, and waste water management requirements impact the development potential of properties in different ways. Therefore, not all properties may be able to achieve the maximum density level set forth in this section. Density in the East Acton Village District shall not be considered as an end in itself, but as a prerequisite to achieve the critical mass required for a vibrant village.

5.5B.2.2 Variable Density Options - For a LOT in the East Acton Village District, the Board of Selectmen may grant a Special Permit for increases in density by allowing additional NET FLOOR AREA above the FLOOR AREA RATION of 0.20 set forth in the Table of Standard Dimensional Regulations. To increase the density, the options a) through d) set forth below may be selected and combined in a flexible manner to increase the NET FLOOR AREA up to a maximum FLOOR AREA RATION of 0.50 on the LOT. To the extent that this Special Permit may coincide or overlap with other special permits from the Board of Selectmen in other Sections of this Bylaw, they shall be processed concurrently so far as practical:

- a) Transfer of Development Rights - Density on the LOT may be increased through the Transfer of Development Rights according to one or more of the methods, procedures, and requirements set forth in the following subsections. The amount of NET FLOOR AREA that

is added under this option shall not exceed the equivalent of a FLOOR AREA RATIO of 0.20 on the LOT:

- i. Transfer of Development Rights under Section 5.4 - Transfer of Development Rights from the Sending District as defined in Section 5.4.2.2 to a receiving LOT in the East Acton Village District subject to the provisions for such transfers set forth in Section 5.4 and its subsections of this Bylaw.
- ii. Transfer of Development Rights within the East Acton Village Districts - Transfer of Development Rights from a sending LOT within the East Acton Village District or the East Acton Village 2 (EAV-2) District to a receiving LOT in the East Acton Village District. The effect of such a transfer shall be an increase in NET FLOOR AREA on the receiving LOT compensated by an equal reduction in the maximum NET FLOOR AREA, and the concurrent maximum FAR, on the sending LOT, subject to the bonus provision iii. below.
- iii. Bonus for Certain Transfers - Where the receiving LOT within the East Acton Village District is located on the east side of Great Road, and the sending LOT is located in the East Acton Village District on the west side of Great Road or within the East Acton Village 2 (EAV-2) District, and the sending LOT contains or has stream frontage on Nashoba Brook, the receiving LOT shall be entitled to a 25% density bonus on the transferred NET FLOOR AREA. However, this bonus shall not result in exceeding the maximum FAR 0.20 factor allowed for receiving LOTS in Section 5.5B.2.2.a). For example, under this bonus, an additional 1,250 square feet of NET FLOOR AREA on the receiving LOT requires the purchase of only 1,000 square feet of NET FLOOR AREA from the sending LOT. 250 square feet constitutes the bonus.
- iv. Determination of Development Rights for affected LOTS under Sections ii. and iii. above - Before granting a Special Permit for the Transfer of Development Rights under Section ii. or iii. above, the

Board of Selectmen shall determine the total development rights for all LOTS to be affected by the proposed transfer, expressed in NET FLOOR AREA as computed in Section 10.4.3.8 of this Bylaw, counting any development rights previously added or removed from such LOTS. The application for a Special Permit under this Section shall contain sufficient information to permit the Board of Selectmen's determination of the development rights that may be transferred.

- v. The Board of Selectmen shall require that, upon transfer of the development rights authorized in its special permits, the owner of the sending LOT shall file with the Middlesex South District Registry of Deeds or the Land Court (as applicable) an irrevocable restrictive covenant, approved by the Board of Selectmen, running with the land, permanently restricting the development of the sending LOT. The covenant shall restrict the sending LOT by the amount of development rights transferred to another LOT, permitting only the amount of development rights that remain on the LOT, if any, all as specified in the Special Permit authorizing the transfer.
- vi. Implementation of Transfer - Following the approval of a Special Permit under this Section, the applicant shall complete the transfer procedures set forth in Sections 5.4.4 and 5.4.5, except that the formulas in Section 5.4.4.2 shall not apply to transfers within the East Acton Village and East Acton Village 2 Districts.

b) Historic Preservation - Density on the LOT may be increased if the proposed development includes the restoration or preservation of a historic STRUCTURE on the LOT, subject to the requirements and penalties set forth in the following subsections. The amount of NET FLOOR AREA that is added under this option shall not exceed the equivalent of a FLOOR AREA RATIO of 0.10 on the LOT.

- i. Detailed Proposal - The application for a Special Permit to increase density shall include a detailed proposal for the

restoration or preservation of a historic STRUCTURE, including architectural drawings, building materials, cost estimates, and an architect's opinion regarding its feasibility and risks.

- ii. Historical Commission Certification - The application for a Special Permit to increase density shall include a written certification from the Acton Historical Commission that the STRUCTURE is included in Acton's Cultural resources Inventory or that the completion of a survey leading to its inclusion is pending.
- iii. Historical Commission Recommendation - The application for a Special Permit to increase density shall include a written recommendation from the Acton Historical Commission stating its support for the restoration or preservation of the STRUCTURE and the methods to achieve it.
- iv. Performance Guarantee to Secure Preservation Commitment - In granting a Special Permit to increase density under this Section, the Board of Selectmen may require a performance guarantee to secure the restoration or preservation of the historic STRUCTURE.
- v. Penalty - The intentional demolition of a historic STRUCTURE, for which the Acton Historical Commission certifies that it is included in Acton's Cultural Resources Inventory or that the completion of a survey leading to its inclusion is pending, shall result in the prohibition of any and all density increases available under this Bylaw on the subject LOT for a period of 25 years following the demolition. However, this penalty shall not apply, where the Acton Historical Commission has, prior to the demolition, provided its written consent to the demolition in accordance with its authority and jurisdiction under Chapter N of the Bylaws of the Town of Acton.

c) Affordable Housing - Density on the LOT may be increased if the proposed development includes at least 1 affordable DWELLING UNIT or 10% affordable DWELLING UNITS on the LOT, whichever is greater, subject to the standards and requirements set

forth in the following subsections. The amount of NET FLOOR AREA that is added under this option shall not exceed the equivalent of a FLOOR AREA RATIO of 0.10 on the LOT.

- i. The term "affordable DWELLING UNIT" as used in this Section shall mean a DWELLING UNIT that is restricted to sale, lease or rental to persons or households within specific income and asset limitations, and at specific price limits, both as established in provisions of any State or Federal rental assistance programs, subsidy programs for reducing mortgage payments, or other programs that provide for affordable housing for low and moderate income persons or households, and that are in effect at the time that the Board of Selectmen receive the Special Permit application.
- ii. Affordability Standards - Subject to the Board of Selectmen's approval, an applicant for a density bonus under this option may utilize an available State or Federal assistance program or choose to meet affordability requirements by utilizing income and asset standards, and by establishing rents, leases, sales prices, entry fees, condominium fees, and other costs for affordable DWELLING UNITS that are generally consistent with available affordable housing assistance programs.
- iii. Affordability Restrictions - Affordable DWELLING UNITS shall be maintained as such in perpetuity. Each affordable DWELLING UNIT shall be rented or sold to its initial and all subsequent buyers or tenants subject to deed riders, restrictive covenants, contractual agreements, or other mechanisms restricting the USE and occupancy, rent levels, sales prices, resale prices, and other cost factors to assure their long term affordability. These restrictions shall be in force for perpetuity. They shall be enforceable and renewable by the Town of Acton through standard procedures provided by applicable law.
- iv. The Board of Selectmen may require that the restrictions for affordable DWELLING UNITS contain a Right of First Refusal to the Town of Acton or its

designee at the restricted resale value, and that the owner provides notice of such Right of First Refusal to the Town of Acton or its designee prior to selling the affordable DWELLING UNITS with adequate time for the Town or its designee to exercise the Right of First Refusal.

- v. Nothing in this Section shall be construed to cause eviction of an owner or tenant of an affordable DWELLING UNIT due to loss of his/ her income eligibility status during the time of ownership or tenancy. Rather, the restrictions governing an affordable DWELLING UNIT shall be enforced upon resale, re-rental, or re-lease of the affordable DWELLING UNIT. The mechanisms and remedies to enforce the restrictions governing an affordable DWELLING UNIT upon resale, re-rental, or re-lease shall be set forth in its deed restrictions.
- vi. All contractual agreements with the Town of Acton and other documents necessary to insure the long term affordability of an affordable DWELLING UNIT shall be executed prior to the issuance of any building permit that will implement the increase in density authorized under the Special Permit.
- vii. Locations and compatibility of affordable DWELLING UNITS - Affordable DWELLING UNITS shall be dispersed throughout the development to insure a true mix of market-rate and affordable DWELLING UNITS. The exterior of affordable DWELLING UNITS shall be compatible with, and as much as possible indistinguishable from, market-rate DWELLING UNITS on the same LOT. All internal design features of affordable DWELLING UNITS shall be substantially the same as those of market-rate DWELLING UNITS.
- viii. Local Preference - To the maximum extent practical and subject to applicable Federal or State financing or subsidy programs, the affordable DWELLING UNITS shall be initially offered to qualified low and moderate income households that meet local preference criteria established from time to time by the

Town of Acton or the Acton Community Housing Corporation. Procedures for the selection of purchasers and/ or tenants shall be subject to approval by the Town of Acton or its designee. The local preference restriction shall be in force for 120 days from the date of the first offering of sale or rental of a particular affordable DWELLING UNIT. The applicant shall make a diligent effort to locate eligible purchasers or renters for the affordable DWELLING UNIT who meet the local preference criteria and the applicable income requirements.

ix. Timing of construction - As a condition of the issuance of a Special Permit under this Section, the Board of Selectmen may set a time or development schedule for the construction of affordable DWELLING UNITS and market-rate DWELLING UNITS on the LOT.

d. LEED certification - Density on the LOT may be increased if the proposed development is certified under the United States Green Building Council's LEED (Leadership in Energy and Environmental Design) program. The amount of NET FLOOR AREA that is added under this option shall not exceed the equivalent of a FLOOR AREA RATIO of 0.05 on the LOT. To qualify for the density bonus for LEED certification in the East Acton Village District, a project would have to meet the LEED standards for New Construction & Major Renovation Projects.

B. In the Table of Standard Dimensional Regulations, delete footnote (4) and replace it with anew footnote (4) in the same locations and in the line for the EAV-2 District and the column under Maximum Floor Area Ratio, to read as follows:

(4) In the EAV District, subject to the provisions in Sections 5.4 and 5.5B.2. In the EAV-2 District, subject to the provisions in Section 5.5B.2. In the NAV District, subject to the provisions in Section 5.4 and 5.5C. In the LB District, subject to the provisions in Section 5.4.

C. Delete sections 5.5.3 and its subsections, and section 5.5.5, and replace them with a new section 5.5C and new subsections as follows:

[Note: Existing section 5.5.3 and its subsection are identical to the proposed section 5.5C.1 and its subsections, except that all references to the East Acton Village district have been deleted. Existing section 5.5.5 is identical to the proposed section 5.5C.2, except for the new section title. No changes are proposed for the North Acton Village District.]

5.5C Special Provisions for the North Acton Village District

5.5C.1 Variable Density Provisions for the North Acton Village District

5.5c.1.1 Purpose - These provisions are intended to permit flexible density levels for individual LOTS in the North Acton Village District, while maintaining an overall ceiling on total NET FLOOR AREA. The purpose of permitting variable density levels is to permit further clustering of USES in a compact village pattern, while limiting total traffic generation and providing for sufficient OPEN SPACE and off-STREET parking areas. The provisions should be interpreted as permitting the Transfer of Development Rights within the North Acton Village District, but not as permitting an increase in the total amount of maximum development in that District.

5.5C.1.2 Transfer of Development Rights Within the North Acton Village District

a) For a LOT in the North Acton Village District, the Board of Selectmen may grant a Special Permit for the Transfer of Development Rights within the District. The effect of such Special Permit shall be to permit an increase in NET FLOOR AREA above the total amount permitted by:

i. the applicable maximum FLOOR AREA RATIO set forth in the Table of Standard Dimensional Regulations, and

ii. if applicable, any Certificate of Development Rights previously transferred to the LOT from within or from outside the District.

b) Any such increase in NET FLOOR AREA shall be compensated by an equal reduction in the maximum NET FLOOR AREA for another LOT in the North Acton Village District.

5.5C.1.3 Standard of Review - In deciding on the merits of a proposal for Transfer of Development Rights within the North Acton Village District, the Board of Selectmen shall consider the following criteria and objectives:

- a) Increased density on a LOT should support a sense of community through a concentration of a variety of USES; therefore, density increases should be granted only where such concentrations are compatible with surrounding USES. The implementation of this provision should tend to facilitate the development of a viable village center through the grouping of higher density USES around an identifiable core, such as a plaza, common or other municipal facility.
- b) In addition, the Transfer of Development Rights should serve a public purpose on the LOT from which development rights are to be transferred, by providing shared off-STREET parking, usable public or semi-public OPEN SPACE or other public amenities.
- c) The Board of Selectmen shall grant a Special Permit for the Transfer of Development Rights within the North Acton Village District only if it can make appropriate findings that the criteria and objectives of a" and b" are promoted by granting the transfer.

5.5C.1.4 Administration

- a) Determination of Development Rights for Affected LOTS - Before granting a Special Permit under Section 5.5C.1, the Board of Selectmen shall determine the development rights for all LOTS to be affected by the proposed transfer. The Special Permit shall specify the residential, nonresidential, and total development rights for each LOT, expressed in NET FLOOR AREA as computed in Section 10.4.3.8 of this Bylaw, less any development rights previously removed from such LOTS. The application for a Special Permit under this Section shall contain sufficient information to permit the Board of Selectmen's determination of the development rights that may be transferred.
- b) The Board of Selectmen shall require that upon Transfer of the Development rights authorized in its special permits, the owner of a LOT from which development rights have been removed, shall file with the Middlesex South District

Registry of Deeds or the Land Court (as applicable) an irrevocable restrictive covenant, approved by the Board of Selectmen, running with the land, permanently restricting the development of the LOT. The covenant shall restrict the LOT by the amount of development rights transferred to another LOT, permitting only the amount of development rights that remain on the LOT, if any, all as specified in the Special Permit authorizing the transfer.

- c) Implementation of Transfer - Following the approval of a Special Permit under this Section, the applicant shall complete the transfer procedures set forth in Sections 5.4.4 and 5.4.5, except that the formulas in Section 5.4.4.2 shall not apply to transfers within the North Acton Village District.

5.5C.2 STREET reservations in the North Acton Village District - In the North Acton Village District, a Special Permit or Site Plan Special Permit Granting Authority may require the reservation of STREET rights of way for all purposes, for which public STREETS and ways are used in the Town of Acton. It may further require that new STREETS be constructed following approval in accordance with MGL Ch. 41, s. 81K - 81GG and the Acton Subdivision Rules and Regulations to connect with existing approved STREETS. Where such STREET rights of way are reserved, the FLOOR AREA RATIO on the remaining land shall be calculated by including the rights of way reserved hereunder, including any necessary easements, in the DEVELOPABLE SITE AREA.

, or take any other action relative thereto.

MOTION:

Ms. Williams moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article

MOTION TO AMEND:

Mr. Davis Hardt moves to amend section 5.5B.2.2 by replacing the words "may be selected and combined to must be selected and can be combined" in line 5.

MOTION TO AMEND IS LOST

ORIGINAL MOTION CARRIES UNANIMOUSLY

ARTICLE 36 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN EAV DISTRICT PARKING REQUIREMENTS

(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw, section 6, as follows [Notes in italic print are not part of the article but are intended for explanation only]:

A. Delete section 6.9.1 and its subsections, and replace them with the following new sections 6.9.1 and 6.9.2.

6.9.1 In the EAV District, except as otherwise provided herein, no BUILDING or STRUCTURE shall be located on any LOT and no activity shall be conducted upon any LOT unless off-STREET parking is provided in accordance with the following requirements:

6.9.1.1 No off-STREET parking spaces shall be established between the front line of the principal BUILDING and the sideline of a STREET, except as may be provided otherwise in the Design Provisions for the East Acton Village District.

6.9.1.2 Required off-STREET parking for a USE may be provided on any LOT within the same Zoning District as the USE, but not necessarily on the same LOT as the USE.

6.9.1.3 Connection of Parking - A special Permit Granting Authority shall require that all parking lots be connected by a common driveway to the parking lots of all adjacent USES and to all adjacent land in the EAV and EAV-2 Districts, unless it finds that physical constraints, present site configuration, uncooperative abutters, or land vacancy precludes strict compliance. In such cases, the site and the parking lot shall be designed to provide for the future constructing of common driveways. For the purposes of this section, common driveway shall be defined as a driveway that is shared by two or more LOTS and located at least partially within the required setback areas of such LOTS. Such a common driveway can be either a shared ACCESS driveway to a STREET, or a driveway to a STREET, or a driveway connecting such LOTS with each other.

6.9.1.4 Number of Parking Spaces - The minimum number of required parking spaces shall be 70% of the requirements in Section 6.3.1 In

the case of collective use of a parking lot in accordance with Section 6.9.1.5 below, the minimum number of required parking spaces shall be 50% of the requirements in Section 6.3.1.

6.9.1.5 Collective Use of Parking Lots - Off-STREET parking lots may serve, collectively or jointly, different USES located throughout the EAV District where such a collective use of the parking lot is based on a written agreement that: 1) assures the continued collective use; 2) states the number of parking spaces allocated to each participating USE; and 3) assures ACCESS to and maintenance of the common parking lot. The parking spaces provided through the collective use of parking lots shall be counted towards the minimum required number of spaces for the participating USES applying the discount as set forth in Section 6.9.1.4 above.

6.9.1.6 Structured Parking shall not be allowed except under ground.

6.9.1.7 The parking lot design requirements of Section 6.7 shall apply in the EAV District, except that:

a) The requirements for parking lot cells and separation of cells (Section 6.7.1.) shall not apply.

b) The requirements for set-backs (Section 6.7.2) shall not apply. This does not waive the requirements for perimeter landscaping (Section 6.7.6).

c) The interior area landscaping (Section 6.7.7) may be substituted with one or more consolidated bioretention areas with minimum side dimensions measuring at least 38 X 12 feet each. Bioretention areas shall be designed and landscaped to trap and mitigate runoff from paved surfaces consistent with the description and intent of EPA Storm Water Technology Fact Sheet - Bioretention (EPA 832-F-99-012, September 1999), or equivalent. the landscaping requirements of Sections 6.7.8.1 through 6.7.8.5 shall not apply to bioretention areas. Bioretention areas may be sited anywhere in the parking lot that is convenient to manage parking lot traffic and facilitate pedestrian use, including adjacent to and connecting with vegetated areas on the perimeter of a parking lot. Bioretention areas shall be considered part of the minimum required OPEN SPACE.

6.9.2 In the NAV District, the following special provisions for parking shall apply:

6.9.2.1 No off-STREET parking spaces shall be established between the front line of the principal BUILDING and the sideline of as STREET.

6.9.2.2 The Board of Selectmen may authorize by Special Permit an off-STREET parking lot or STRUCTURE not located upon the same LOT with the associated USE, provided said parking lot or STRUCTURE lies also within the NAV District.

B. Delete section 5.5.4 and insert a new section 6.9.2.3 as follows:

6.9.2.3 The number of parking spaces to be provided for a mixed-USE development in the North Acton Village District shall be equal to 85 percent of the sum of the number of parking spaces for each USE on the LOT, determined separately for each USE based upon the standards set forth in Section 6.

[Note: Section 5.5.4 currently reads:

5.5.4 Off-STREET Parking Discount for Mixed USES in the North Acton and East Acton Village Districts - The number of parking spaces to be provided for a mixed-USE development in the North Acton and East Acton Village Districts shall be equal to 85 percent of the sum of the number of parking spaces for each USE on the LOT, determined separately for each USE based upon the standards set forth in Section 6.]

, or take any other action relative thereto

MOTION:

Ms. Williams moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article

MOTION CARRIES UNANIMOUSLY

ARTICLE 37 AMEND ZONING BYLAW - EAST ACTON VILLAGE PLAN MODIFIED SIGN REGULATIONS FOR EAV

(Two-thirds vote)

To see if the Town will vote to amend section 7 of the zoning bylaw as follows [Notes in italic print are not part of the article but are intended or explanation only].

A. Delete section 7.4.1 and replace it with a new section 7.4.1 as follows:

7.4.1 Design - In the Village Districts no visible portion or exterior surface of any SIGN shall be made of plastic, other petroleum based products, or sheet metal, except that in the EAV

District such materials may be used provided that the visible portions and exterior surfaces of a SIGN have a wooden appearance.

[Note: Section 7.4.1 currently reads:

7.4.1 Design - In the Village Districts no visible portion or exterior surface of any SIGN shall be made of plastic, other petroleum based product or sheet metal.]

B. Delete section 7.5.3.5 and replace it with new sections 7.4.3.5 and 7.4.3.6 as follows:

7.4.3.5 In the EAV District, PROJECTING SIGNS, AWNING SIGNS, WALL SIGNS and FREE-STANDING SIGNS shall not be illuminated except as described in Sections 7.4.3.4 b) or c), or from an external light source with the light projected downward from above.

7.4.3.6 In all other Village Districts, PROJECTING SIGNS and AWNING SIGNS shall not be illuminated, WALL SIGNS shall not be illuminated except as described in Sections 7.4.3.4 b) or c), and FREESTANDING SIGNS shall not be illuminated except as described in Sections 7.4.3.4 b) or c) or from an external light source.

And, renumber existing sections 7.4.3.6 and 7.4.3.7 to become sections 7.4.3.7 and 7.4.3.8 respectively.

[Note: Section 7.4.3.5 currently reads:

7.4.3.5 In the Village Districts, PROJECTING SIGNS and AWNING SIGNS shall not be illuminated, WALL SIGNS shall not be illuminated except as described in Sections 7.4.3.4 b) or c), and FREESTANDING SIGNS shall not be illuminated except as described in Sections 7.4.3.4 b) or c) or from an external light source.]

C. Delete section 7.4.5.1 and replace it with a new section 7.4.5.1 as follows:

7.4.5.1 Where more than one SIGN is permitted for a PRINCIPAL USE, a combination of not more than two of the following types of SIGNS shall be permitted per PRINCIPAL USE: WALL SIGN, PROJECTING SIGN, AWNING SIGN, and FREESTANDING SIGN. However, in the EAV District, a combination of up to three such SIGN types shall be permitted per PRINCIPAL

USE. This section does not apply to any SIGN that does not require a SIGN Permit as listed in Section 7.5, or to an off-premises directional SIGN permitted under Section 7.9, or to a special event SIGN permitted under Section 7.10.

[Note: Section 7.4.5.1 currently reads:

7.4.5.1 Where more than one SIGN is permitted for a PRINCIPAL USE, a combination of not more than two of the following types of SIGNS shall be permitted per PRINCIPAL USE: WALL SIGN, PROJECTING SIGN, AWNING SIGN, and FREESTANDING SIGN; not including any SIGN which does not require a SIGN Permit as listed in Section 7.5 or an off-premises directional SIGN permitted under Section 7.9 or a special event SIGN permitted under Section 7.10.]

D. Delete the 5th sentence of section 7.7.6 and replace it with the following new sentence:

"Except in the EAV District, if the AWNING SIGN is ERECTED on an awning manufactured with canvas on a frame that is retractable to the wall, one additional EXTERIOR SIGN, which may be a WALL SIGN or a PROJECTING SIGN, shall be permitted on the BUILDING for the same PRINCIPAL USE."

[Note: The 5th sentence of section 7.7.6 currently reads:

"If the AWNING SIGN is ERECTED on an awning manufactured with canvas on a frame that is retractable to the wall, one additional EXTERIOR SIGN, which may be a WALL SIGN or a PROJECTING SIGN, shall be permitted on the BUILDING for the same business USE."]

E. Before the last sentence of section 7.7.7 insert the following sentence:

"In the EAV District, an additional secondary EXTERIOR SIGN shall be permitted on the front wall of the PRINCIPAL USE, provided that it is of a different type (WALL SIGN, PROJECTING SIGN, or AWNING SIGN) than any other SIGN on the front wall."

[Note: Section 7.7.7 currently reads:

7.7.7 Secondary EXTERIOR SIGNS - If business has a direct entrance into the business in a

wall other than the front wall, there may be a secondary WALL SIGN, PROJECTING SIGN or AWNING SIGN affixed to such wall at such entrance; and if the business has a wall other than the front wall without a direct entrance to the business that faces upon a STREET or parking area, there may be a secondary WALL SIGN affixed to such wall; provided, however, that no business shall have more than two secondary EXTERIOR SIGNS in any event. The DISPLAY AREA of any secondary EXTERIOR SIGN shall not exceed 6 square feet.]

F. Delete the first sentence in section 7.8.6.2 and replace it with the following new sentences:

"Where a FREESTANDING SIGN identifies a business in the NAV, SAV, or WAV Districts, no EXTERIOR SIGN shall be ERECTED on the same Lot. Where a FREESTANDING SIGN identifies a business in the EAV District, one EXTERIOR SIGN shall be permitted."

[Note: Section 7.8.6.2 applies to village zoning districts. Its first sentence currently reads:

"Where a FREESTANDING SIGN identifies a business, no EXTERIOR SIGN shall be erected on the same LOT."]

, or take any other action relative thereto.

MOTION:

Ms. Williams moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 38 AMEND TOWN BYLAW - EAST ACTION VILLAGE PLAN PROHIBITION OF MOTORIZED CRAFT ON ICE HOUSE POND

(Majority vote)

To see if the Town will vote to amend Chapter E of the Bylaws of the Town of Acton by inserting a new section E57 as follows:

E57. Motorized Craft on Ice House Pond:

Except for emergency rescue and law enforcement purposes, and for purposes of construction and maintenance by the Town of Acton or its designee, no person shall launch, place, float, use or land a craft with an internal combustion engine in or on Ice House Pond, which pond is located off Concord Road in the East Acton area. The Police Officers

of the Town of Acton shall enforce this bylaw. Violation of this bylaw shall be punishable by a fine of three hundred dollars (\$300.00), whereby each incident of violating this bylaw and each day that such violation continues shall constitute a separate offense.

, or take any other action relative thereto.

MOTION:

Ms. Williams moves that the Town adopt the bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 39 AMEND ZONING BYLAW - SOUTH ACTON VILLAGE DISTRICT MULTI-FAMILY DWELLINGS

(Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw, section 3, by adding to footnote (2) in the Table of Principal Uses the following sentence [Notes in italic print are not part of the article but are intended for explanation only]:

"In the SAV district, the Board of Selectmen may by Special Permit allow more than four DWELLING UNITS per Multifamily Dwelling."

[Note: Footnote (2) applies to Multifamily Dwellings in the South Acton Village (SAV) district and the Village Residential (VR) district in West Acton. It currently reads as follows:

(2) Not more than four DWELLING UNITS shall be permitted per Multifamily Dwelling. At least one of the DWELLING UNITS shall be occupied by the owner of the property. For purposes of this footnote, the owner shall be defined as one or more individuals residing in a DWELLING UNIT who hold legal or beneficial title and for whom the DWELLING UNIT is the primary residence for voting and tax purposes. In the VR District a Site Plan Special Permit shall not be required.]

, or take any other action relative thereto.

MOTION:

Mr. Niemyski moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 40 AMEND ZONING BYLAW ADJUSTMENTS TO SECTION 9B - SENIOR RESIDENCE

(Two-thirds vote)

To see if the Town will vote to amend section 9B of the zoning bylaw as follows: [Notes in italic print are not part of the article but are intended for explanation only]:

A. Insert a new section 9B 2.3 as follows:

9B.2.3 Underlying Zoning District - Where the Planning Board grants a special permit for a Senior Residence, the USE, dimensional, and parking requirements applicable to the underlying zoning district shall not apply.

B. Insert a new section 9B.4.3 as follows:

9B.4.3 Two-FAMILY Dwellings.
And, renumber existing sections 9B.4.3 through 9B.4.7 to become sections 9B.4.4 through 9B.4.8 respectively.

[Note: Section 9B.4 and its subsections currently read:

9B.4 Allowed USES - Only the following USES shall be allowed in a SENIOR Residence development:

9B.4.1 Single FAMILY Dwellings

9B.4.2 Single FAMILY Dwellings with one apartment.

9B.4.3 Multifamily Dwellings.

9B.4.4 ACCESSORY USES typically associated with residential USES.

9B.4.5 Support services to meet SENIORS' needs, such as skilled nursing service, medical and other health service, recreation and leisure facilities, a community center, or food service.

9B.4.6 Convenience services intended primarily for its residents, such as Retail Stores, Banks, Restaurants, and Services provided that not more than 10% of the total NET FLOOR AREA of the development is dedicated to such uses.

9B.4.7 Allowed USES on the Common Land as set forth herein.]

C. Delete section 9B.5 and its subsections 9B.5.1 through 9B.5.10 and replace them with a new section 9B.5 and new subsections as follows:

9B.5	Dimensional Regulations - A SENIOR Residence development shall comply with the following dimensional regulations for the area of the TRACT OF LAND, density, BUILDINGS, and STRUCTURES:	on directly opposite sides of a STREET as a single TRACT of LAND.
9B.5.1	Minimum TRACT OF LAND area: 8 acres. For the purpose of this section, the Planning Board may consider LOTS on directly opposite sides of a STREET as a single TRACT of LAND.	9B.5.2 Maximum density: 4 DWELLING UNITS per acre in the R-2 District, and 3 DWELLING UNITS per acre in the R-4, R-8, R-8/4, and R-10/8 Districts, based on the total development site including the Common Land.
9B.5.2	Maximum density: 4 DWELLING UNITS per acre in the R-2 District, and 3 DWELLING UNITS per acre in the R-4, R-8, R-8/4, and R-10/8 Districts, based on the total development site including the Common Land.	9B.5.3 Minimum setbacks for BUILDINGS and STRUCTURES: 45 feet from any existing STREET; 15 feet from a STREET, way or common drive within the site; 30 feet from any lot line and the Common Land boundary.
9B.5.3	Minimum setbacks for BUILDINGS and STRUCTURES: 45 feet from any existing STREET; 15 feet from a STREET within the site; 30 feet from any TRACT OF LAND boundary; and 10 feet from the Common Land boundary, except that the Planning Board may require larger setbacks.	9B.5.4 Minimum separation of BUILDINGS: 20 feet.
9B.5.4	Minimum separation of BUILDINGS 20- feet for exterior walls with doors, otherwise 10 feet.	9B.5.5 Maximum height of BUILDINGS and STRUCTURES: 36 feet.
9B.5.5	Maximum height of BUILDINGS and STRUCTURES: 36 feet.	9B.5.6 Maximum number of DWELLING UNITS per BUILDING: 4.
9B.5.6	Maximum horizontal dimension of a BUILDING: 200 feet.	9B.5.7 Maximum horizontal dimension of a BUILDINGS: 200 feet.
9B.5.7	The Planning Board may impose other dimensional requirements as it deems appropriate to enhance the purpose and intent of this bylaw.	9B.5.8 Each DWELLING UNIT shall have at least two separate exterior entrances at ground level.
	[Note: Section 9B.5 and its subsections currently read:	9B.5.9 Where the requirements of this section 9B differ from or conflict with other requirements of the Bylaw, the requirements established herein shall prevail.
9B.5	Dimensional Regulations - A SENIOR Residence development shall comply with the following dimensional regulations for the area of the TRACT OF LAND, density, BUILDINGS, and STRUCTURES:	9B.5.10 The Planning Board may impose other dimensional requirements as it deems appropriate to enhance the purpose and intent of this bylaw.]
9B.5.1	Minimum TRACT OF LAND area: 8 acres. For the purpose of this section, the Planning Board may consider LOTS	D. Delete paragraph 9B.9.1 and replace it with a new paragraph 9B.9.1 as follows:
		9B.9.1 Dimensional Requirements for the Common Lane () In a SENIOR Residence development, at least fifty percent (50%) of the land shall be set aside as Common Land for the use of the SENIOR residents or the general public. The Following additional requirements shall apply:
		[Note: Section 9B.9.1 currently reads:

9B.9.1 Dimensional Requirements for the Common Land - In a SENIOR Residence development, at least sixty percent (60%) of the land shall be set aside as Common Land for the use of the SENIOR residents or the general public. The following additional requirement shall apply:]

E. Delete section 9B.9.1.2 and replace it with a new section 9B.9.1.2 as follows:

9B.9.1.2 Eighty percent (80%) of the minimum required Common Land shall be laid out as one or more large, contiguous parcels that are distinct from parcels dedicated for other purposes or USES. Each such Common Land parcel shall contain at least one access corridor to a STREET or way that shall be not less than 40 feet wide. The other twenty percent (20%) of the Common Land may be scattered throughout the development site for buffer, screening, or park purposes.

[Note: Section 9B.9.1.2 currently reads:

9B.9.1.2 The minimum Common Land shall be laid out as one or more large, contiguous parcels that are distinct from parcels dedicated for other purposes or USES. Each Common Land parcel shall contain at least one access corridor to a STREET or way that shall be not less than 40 feet wide.]

F. Delete section 9B.12.3 and replace it with a new section 9B.12.3 as follows:

9B.12.3 Density Bonus Option -

9B.12.3.1 The total number of allowable DWELLING UNITS in a SENIOR Residence development may be increased to 6 per acre in the R-2 District, and to 4 per acre in the R-4, R-8, R-8/4 and R-10/8 Districts provided that at least 10% of the DWELLING UNITS in the SENIOR Residence development are AFFORDABLE SENIOR RESIDENCES.

9B.12.3.2 The total number of allowable DWELLING UNITS in a SENIOR Residence development may be increased to 7 per acre in the R-2 District, and to 5 per

acre in the R-4, R-8, R-8/4 and R-10/8 Districts provided that at least 15% of the DWELLING UNITS in the SENIOR Residence development are AFFORDABLE SENIOR RESIDENCES.

9B.12.3.3 Rounding to whole unit numbers shall be made to the nearest integer. When rounding, fractions of .5 shall be rounded up.

9B.12.3.4 The Planning Board may further adjust or waive the dimensional requirements of section 9B.5, the parking requirements of section 9B.6, and the Common Land requirements of 9B.9 to the extent reasonable and necessary to facilitate the production of affordable DWELLING UNITS under this density bonus option

[Note: Section 9B.12.3 currently reads:

Density Bonus Option - The total number of allowable DWELLING UNITS in a SENIOR Residence development may be doubled to 8 per acre in the R-2 District, and to 6 per acre in the R-4, R-8, R-8/4, and R-10/8 Districts provided that at least 20% of the DWELLING UNITS in the SENIOR Residence development, rounded to the next integer, are AFFORDABLE SENIOR RESIDENCES. When rounding, fractions of .5 shall be rounded up.]

, or take any other action relative thereto.

MOTION

Mr. Schaffner moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 41 * AMEND ZONING BYLAW - HOUSE-KEEPING

(Two-thirds vote)

To see if the Town will vote to amend the zoning map and the zoning bylaw as follows

[Notes in italic print are not part of the article but are intended for explanation only]:

A. Amend the zoning map, Map No. 1, by rezoning from Residence 2 (R-2) to Village Residential (VR) an area of land shown in the 2003 Town Atlas on map F-2B as parcel 58.

- B. Amend the zoning map, Map No. 1, by rezoning from Residence 8 (R-8) to Residence 10/8 (R-10/8) an area of land shown in the 1993 Town Atlas on map F-5 as parcel 12-3.
- C. Amend the zoning bylaw by deleting sections 3.5.12 and 3.5.13 and replacing them with new sections 3.5.12 and 3.5.13 as follows:

- 3.5.12 Services - Establishments providing services directly to the consumer such as a bank, credit union, barber shop, beauty salon, laundry, dry-cleaning, diaper service, building cleaning service, funeral home, shoe repair, tailor, clothing rental shop, equipment rental or leasing, food catering, photocopying, secretarial service, or similar USES or establishments.
- 3.5.13 Repair Shop, Technical Shop, Studio - Repair and service of appliances, computers, office equipment, bicycles, lawn mowers, or similar small equipment; photography or film studio; art studio; artisan's studio; music instruction or practice room; or similar USES or establishments.

[Note: Sections 3.5.12 and 3.5.13 currently read as follows:

- 3.5.12 Services - Establishments providing services directly to the consumer such as a bank, credit union, barber shop, beauty salon, laundry, dry-cleaning, funeral home, shoe repair, clothing rental shop, equipment rental or leasing, or similar USES or establishments.
- 3.5.13 Repair Shop, Technical Shop, Studio - Repair and service of appliances, computers, office equipment, bicycles, lawn mowers, or similar small equipment; diaper service; building cleaning service; photocopying; secretarial service; tailor; food catering; photography or film studio; art studio; artisan's studio; music instruction or practice room; or similar USES or establishments.]

- D. Amend the zoning bylaw, section 7.5, by deleting the last sentence of the lead paragraph and replacing it with the following new sentence:

"No such SIGN shall be ERECTED within 5 feet of the sideline of a STREET or any other right of way customarily used by the general public, unless such SIGN is a traffic SIGN, landmark SIGN, directional SIGN, or an EXTERIOR SIGN."

[Note: The lead paragraph of section 7.5 currently reads as follows:

- 7.5 SIGNS Which Do Not Require a SIGN Permit - The following SIGNS do not require a SIGN Permit or Special Permit, nevertheless such SIGNS shall comply with Sections 7.3 and 7.4 above unless specifically provided otherwise in this section. No such SIGN shall be ERECTED within 5 feet of the sideline of a STREET or any other right of way customarily used by the general public, unless such SIGN is a traffic SIGN, landmark SIGN or an EXTERIOR SIGN.]

, Or take any other action relative thereto.

MOTION:

Mr. Halm moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 42 AMEND ZONING BYLAW AMEND AGRICULTURAL USE DEFINITION (Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw, by deleting the first two sentences of section 3.2.1 and replacing them with following new sentences:

"On a parcel of more than five acres: Agriculture, including the boarding, keeping or raising of livestock; horticulture (including without limitation the growing and keeping of nursery stock and the sale thereof, whether such nursery stock is grown in the ground or in burlap, containers, or other suitable manner, provided it is nourished, maintained and managed while on the premises); floriculture; or viticulture; the use of buildings and structures for the primary purpose of these activities, including the sale of farm products. All of the aforesaid shall be subject to and in conformance with the definitions and requirements for these activities under MGL Ch. 40A, s. 3.

[Note: Section 3.2.1 currently reads:

Agriculture - On a parcel of more than five acres: Agriculture, including the boarding, keeping or raising of livestock; horticulture; floriculture; or viticulture; the use of buildings and structures for the primary purpose of these activities, including the sale of farm products. All of the aforesaid shall be in conformance with the definitions and requirements for these activities of MGL Ch. 40A, s. 3. On a parcel of two acres or more: Cultivating, harvesting and storing of field crops, produce or fruit, and storage of farm equipment that is necessary for these activities; the boarding, keeping and raising of not more than one horse, goat or sheep, plus its offspring up to one year of age].

, or take any other action relative thereto.

MOTION:

Mr. Shupert moves that the Town adopt the zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 43 AMEND ZONING BYLAW - ARC DISTRICT CHANGES

(Two-thirds vote)

To see if the Town will vote to amend the zoning map and the zoning bylaw as follows:

Zoning Districts	Minimum Lot Area In sq. ft.	Minimum Lot Frontage in feet	Minimum Lot Width in feet	Minimum Front Yard in feet	Minimum Side & Rear Yard in feet	Minimum Open Space in percent	Maximum Floor Area ratio	Maximum Height in feet
ARC	NR [80,000]	20	50	20 [45]	10 [20]	NR	NR	36

, or take any other action relative thereto.

MOTION:

Mr. Ashton moves that the Town adopt the Zoning Bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 44 * STREET ACCEPTANCE - BELLOWS FARM SUBDIVISION

(Two-thirds vote)

To see if the Town will accept as public ways the following streets or any portions thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in said streets and associated parcels of land by eminent domain or otherwise, including easements for drainage, utility, sidewalk or other purposes as shown on said plans or described in the Order of Layout;

In the BELLOWS FARM SUBDIVISION

DAVIS ROAD - a loop road, from the previous limit of acceptance at Station 23 + 00 (1300 feet from Great Road) a distance of 6047 feet, more or less, in a generally easterly, southerly, westerly, then northerly direction to the southerly sideline of Davis Road, this being the entire road;

A. Amend the zoning map, Map No. 1, by rezoning from General Industrial (GI) to Agriculture Recreation Conservation (ARC) an area of land shown in the 2003 Town Atlas on map F-3 as parcels 16 and 16-1.

B. Amend the zoning bylaw, section 5, Table of Dimensional Regulations, by deleting the line for ARC and replacing it with a new line for ARC as follows [Notes in italic print are not part of the article but are intended for explanation only. For reference purposes, where changes are proposed in the ARC district, the present designation is shown in brackets]:

BRIAR HILL ROAD - from the easterly sideline of Davis Road a distance of 1259 feet, more or less, in a generally easterly direction to the easterly sideline of a 70 foot radius cul-de-sac, including the cul-de-sac, this being the entire road;

BELLOWS FARM ROAD - from the easterly sideline of Davis Road a distance of 1640 feet, more or less, in a generally northerly direction to the southerly sideline of Briar Hill Road, including Parcel C and the 20-foot wide Emergency Access Only Easement to Strawberry Hill Road, this being the entire road;

, or take any other action relative thereto.

MOTION:

Mr. Shupert moves that the Town accept as public ways the streets listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 45 * STREET ACCEPTANCE - MAPLE CREEK FARM SUBDIVISION

(Two-thirds vote)

To see if the Town will accept as public ways the following streets or any portions thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in

said streets and associated parcels of land by eminent domain or otherwise, including easements for drainage, utility, sidewalk or other purposes as shown on said plans or described in the Order of Layout;

In the MAPLE CREEK FARM SUBDIVISION

WOODFIELD ROAD - from the southerly sideline of Summer Street a distance of 994 feet, more or less, in a generally southerly direction to the southerly sideline of a 70 foot radius cul-de-sac, including the cul-de-sac, this being the entire road;

SHADY LANE - from the westerly sideline of Woodfield Road a distance of 594 feet, more or less, in a generally westerly direction to the southerly sideline of a 70 foot radius cul-de-sac, including the cul-de-sac, this being the entire road;

, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town accept as public ways the streets listed in the Article, as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout.

MOTION CARRIES UNANIMOUSLY

ARTICLE 46 * STREET ACCEPTANCE - NORTH ACTON WOODS SUBDIVISION
(Two-thirds vote)

To see if the Town will accept as public ways the following streets or any portions thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in said streets and associated parcels of land by eminent domain or otherwise, including easements for drainage, utility, sidewalk or other purposes as shown on said plans or described in the Order of Layout;

In the NORTH ACTON WOODS SUBDIVISION

ALEXANDRA WAY - from the northeasterly sideline of Harris Street a distance of 1495 feet, more or less, in a generally northerly direction to the northerly sideline of a 70 foot radius cul-de-sac, including the cul-de-sac, this being the entire road;

REEVE STREET - from the easterly sideline of Alexandra Way a distance of 574 feet, more or less, in a generally easterly direction to the northerly sideline of a 70 foot radius cul-de-sac, including the cul-de-sac and Parcel A (a 40-foot wide street right-of-way containing 8,584 square feet), this being the entire road;

, or take any other action relative thereto.

MOTION:

Mr. Johnson moves that the Town accept as public ways the streets listed in the Article as laid out by the Board of Selectmen, according to the plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easements for drainage, utility, or other purposes where shown on said plans or described in the Order of Layout.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 47 * LAND GIFT - 190 ARLINGTON STREET
(Majority Vote)

To see if the Town will vote to accept as a gift from Michael J. Coppolino and Paul Bevilacqua a parcel of vacant land located at 190 Arlington Street and shown as Parcel 3A-2 - 36,849 Square Feet on a plan entitled "Plan of Land in Acton, Massachusetts (Middlesex County), For: Michael J. Coppolino, dated May 28, 2002, and recorded at the Middlesex South District Registry of Deeds, Cambridge, MA as Plan 678 of 2002, said parcel is also shown on Map F-2A of the Town Atlas as Parcel 22-2, for general municipal purposes, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town accept the land as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 48 *LAND GIFT - NORTH ACTON WOODS SUBDIVISION
(Majority Vote)

To see if the Town will vote to accept as a gift from North Acton Woods Limited Partnership two parcels of vacant land on Alexandra Way and Reeve Street shown as Open Space Parcels A-1 (14.12 acres) and C (6.62 acres), both as shown on plans recorded in the Middlesex South District Registry of Deeds (Plan No.'s 314 of 1999 and 605 of 2001), and on Map C-5 of the Town Atlas as Parcel 24, and Parcel 45, respectively, for purposes of conservation, historic preservation and education, outdoor education, recreation, park purposes, agriculture, horticulture, forestry or open space, or take any other action relative thereto.

MOTION:

Mr. Johnson moves that the Town accept the land as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 49 * DRAINAGE EASEMENT - SQUIRREL HILL ROAD

(Two-thirds vote)

To see if the Town will vote to accept as a gift from Parmley Corp., and the Trustees of The Welton Realty Trust, proposed drainage easements partially twenty (20) feet wide and partially of variable width, on lots 114, 115, and 116, said lots are numbered 33, 35, and 37 Squirrel Hill Road, as shown on a plan entitled "Easement Plan, Squirrel Hill Road, Acton, Massachusetts, Prepared for Sweeney & Sons and dated December 2003, to be recorded at the Middlesex South District Registry of Deeds; and to abandon the Town's right, title and interest to the existing twenty (20) foot wide drainage easements on said lots taken by Eminent Domain on June 24, 1975, by an Order of Taking recorded at said Registry in Book 12831 Page 574, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town accept the proposed drainage easements as set forth in the Article, in a form satisfactory to the board of Selectmen and Town Counsel, and, upon the recording of said drainage easements in favor of the Town in the applicable registry or registration office, that the Board of Selectmen is authorized to abandon the now existing drainage easements as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 50 * SIDEWALK EASEMENT - ARLINGTON STREET

(Majority vote)

To see if the Town will vote to accept as a gift from Richard Gordon and Paula Starr Gordon, a permanent sidewalk easement and a temporary 5' wide sidewalk construction easement at 294 Arlington Street and being shown as "Proposed Sidewalk Easement" and Proposed Temporary 5' Wide Sidewalk Construction Easement" on a plan entitled "Definitive Subdivision Plan for Thunder Way, Acton, Massachusetts", dated March 31, 2003, last revised September 9, 2003, and as described more fully in a Grant of Easement to the Town of Acton, both to be recorded at the Middlesex South District Registry of Deeds, Cambridge, MA, or take any other action relative thereto.

MOTION:

Mr. Hunter moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 51 * AMEND TOWN CHARTER

(Two-thirds vote)

To see if the Town will vote to amend the Town Charter as follows:

- (1) Amend Section 4-2 by adding the following line directly below "Board of Health:"

Board or Commission	Number of Members	Length of Term (years)
Board of Health (Associate Members)	2	3

- (2) Amend Section 4-2 by adding the following text paragraph under the existing table of Selectmen appointees:

The chairperson of any town board or commission with associate or alternate members may designate any such associate or alternative member to sit on the board of the agency for any particular matter(s) in the case of an absence, inability to act, or conflict of interest on the part of any regular board member thereof, or in the event of a vacancy on the board, until said vacancy is filled.

MOTION:

Mr. Hunter moves that the Town adopt the Charter amendments as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

MOTION: Mr. Foster moves to dissolve this Annual Town Meeting at 9:08 PM.

MOTION CARRIES UNANIMOUSLY

Tellers

William Cady Head Teller
Carolyn Gray
Charles Kadlec
John Whittier
Edwin Richter
Deena Ferrara
Anamari Uriarte

Ann Chang
Anne Kadlec
Robert Ferrara
Gail Sawyer
Jeffrey Bergart
Karen Dudziak
Jesse Liberty

TOWN OF ACTON MASSACHUSETTS ABSTRACT OF THE SPECIAL TOWN MEETING HELD MONDAY, OCTOBER 18, 2004__

7:00 P.M. Acton-Boxborough Regional High School
Auditorium
Registered voters in attendance 406

Article Index

Article	Title	Page
1	Reallocation of Community Preservation Funds	2
2	Amend Zoning Bylaw - Rezone Portions of Parcels C5-3 and B5-34 to R-10/8	3
3	Amend Zoning Bylaw - Rezone Portions of Parcel C5-11 to ARC	3
4	Transfer Custody of Land for the Purpose of Conveyance - Areas A & B	3
5	Transfer Custody of Land for the Purpose of Conveyance - Area C	4
6	Land Acquisition - Area 1	4
7	Land Acquisition - Area 2	5
8	Land Acquisition - Area 3	5
9	Home Rule Petition - Land Conveyance and Acquisition	
10	Land Conveyance, Acquisition and Use Agreement	2

The Moderator, Mr. MacKenzie, called the meeting to order on Monday, October 18, 2004 at 7:04 PM.

Mr. MacKenzie introduced F. Dore Hunter, Chairman of the Board of Selectmen. Mr. Hunter introduced the members of the Board of Selectmen, Peter Ashton, Robert Johnson, William (Trey) Shupert and Walter Foster. Chairman Hunter than introduced the Town Manager, Don Johnson, Town Counsel, Steven Anderson, Town Clerk, Edward Ellis, town treasurer, John Murray and Mark Hald, IT Manager.

Mr. MacKenzie then introduced Mr. Jonathan Chinitz, Chairman of the Finance Committee. Mr. Chinitz introduced the members of the Finance Committee.

The Moderator recognizes a member of the League of Women Voters to address the meeting on a educational program for students about town meetings.

The Moderator than read article 1.

ARTICLE 1 REALLOCATION OF COMMUNITY PRESERVATION FUNDS
(Majority vote)

To see if the Town will vote to reallocate \$25,000 from the 2004 Annual Town Meeting Community Preservation Fund appropriations from item J. of Warrant Article 18, 214 Central and 28 Willow Street Feasibility Study, to the Community Housing Fund, or take any other action relative thereto.

The Moderator recognizes Peter Berry of the Community Preservation Committee to give a presentation.

MOTION: Mr. Johnson moves in the words of the Article.

MOTION CARRIES UNANIMOUSLY

The Moderator recognizes Selectman Foster who will make the Selectmen's presentation on article 2 thru 10.

Mr. Foster introduces Ms Yin Peet, Ms. Peet addresses the meeting members to provide background information and the planned or intentional use of the property in the purposed zoning articles amendments.

The moderator recognizes Finance Committee members, Mr. Chinitz and Ms. Roeber who will make a presentation for articles 2-10.

MOTION: Mr. Foster moves to reorder the articles starting with Article 10, 4, 5, 6, 7, 8, 9, 2, and 3.

MOTION CARRIES

ARTICLE 10 LAND CONVEYANCE, ACQUISITION AND USE AGREEMENT
(Majority vote)

to see if the Town will adopt a resolution ratifying the Agreement entered into between the Board of Selectmen and Yin and Creighton Peet, dated July 12, 2004 on file with the Town Clerk, concerning the acquisition and conveyance of the land and interests in real estate and water rights described in Articles 2 through 10, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town adopt a resolution ratifying the Agreement as set forth in the Article.

Vote: Yes 156 No 196

MOTION FAILS

MOTION: Mr. Hunter moves to pass over articles 4, 5, 6, 7, 8, 9, 2 and 3.

MOTION CARRIES

MOTION: Mr. Eder moves that the town adopt a non-binding resolution "That asks the Board of Selectmen to form a

committee consisting of Town Board members and concerned citizens with the intent to discuss the answers to the questions raised at this meeting with the purpose of the potential to bring this back to the next annual town meeting.

MOTION CARRIES

ARTICLE 2 AMEND ZONING BYLAW REZONE PORTIONS OF PARCELS C5-3 AND B5-34 TO R-10/8

(Two-thirds vote)

To see if the Town will vote to amend the Zoning Map, and the Zoning Bylaw references in accordance therewith, so as to change the district designation from Agriculture/ Recreation/ Conservation "ARC") to Residence 10/8 ("R-10/8") of the following land in the Town of Acton shown on a plan of land entitled "Proposed Site Plan, Yin Peet Studio & Residence, Quarry Road, Acton MA, " Drawing No. A-1, dated 12-28-2003, prepared by Norman C. Wang, Architect, on file with the Acton Town Clerk (the "Plan"):

1. "Area A" shown on the Plan, being a portion of Parcel 3 on the Town Atlas Map C-5 last amended January 2004,
2. "Area B" shown on the Plan, being a portion of Parcel 3 on the Town Atlas Map C-5 last amended January 2004, and
3. "Area C" shown on the Plan, being a portion of Parcel 34 on the Town Atlas Map B-5 last amended January 2004,

or take any other action relative thereto.

MOTION: TO PASSOVER CARRIES

ARTICLE 3 AMEND ZONING BYLAW REZONE PORTIONS OF PARCEL C5-11 TO ARC

(Two-thirds vote)

To see if the Town will vote to amend the Zoning Map, and the Zoning Bylaw references in accordance therewith, so as to change the district designation from Residence 10/8 ("R-10/8") to Agriculture/ Recreation/ Conservation ("ARC") of the following land in the Town of Acton shown on a plan of land entitled "Proposed Site Plan, Yin Peet Studio & Residence, Quarry Road, Acton, MA," Drawing No. A-1, dated 12-28-2203, prepared by Norman C. Wang, Architect, on file with the Acton Town Clerk (the "Plan"):

1. "Area 1" shown on the Plan, being a portion of Parcel 11 on the Town Atlas Map C-5 last amended January 2004; and,
2. "Area 3" shown on the Plan, being a portion of Parcel 11 of the town Atlas Map C-5 last amended January 2004,

Or take any other action relative thereto.

MOTION: TO PASSOVER CARRIES

ARTICLE 4 TRANSFER CUSTODY OF LAND FOR THE PURPOSE OF CONVEYANCE "AREAS A & B"

(Two-thirds vote)

To see if the Town will vote to transfer the following land in the Town of Acton shown on a plan of land entitled "Proposed Site Plan, Yin Peet Studio & residence, Quarry Road, Acton, MA," Drawing No. A-1, dated 12-28-2003, prepared by Norman C. Wang, Architect, and on file with the Acton Town Clerk (the "Plan"), which land is currently held for general municipal purposes or for other specific municipal purposes for which it has heretofore been devoted, from the Board of Selectmen to the Board of Selectmen for the purpose of conveyance, and to authorize the Board of Selectmen to convey such land on such terms and conditions and for such consideration, which may be non-monetary consideration, as the Selectmen may determine:

1. "Area A" shown on the Plan, being a portion of Parcel 3 on the Town Atlas Map C-5 last amended January 2004, and
2. "Area B" shown on the Plan, being a portion of Parcel 3 on the Town Atlas Map C-5 last amended January 2004,

Or take any other action relative thereto:

MOTION: TO PASS OVER CARRIES

ARTICLE 5 TRANSFER CUSTODY OF LAND FOR THE PURPOSE OF CONVEYANCE "AREA C"

(Two-thirds vote)

To see if the Town will vote to transfer the following land in the Town of Acton shown on a plan of land entitled "Proposed Site Plan, Yin Peet Studio & residence, Quarry Road, Acton, MA," Drawing No. A-1, dated 12-28-2003, prepared by Norman C. Wang, Architect, and on file with the Acton Town Clerk (the "Plan"), which land is currently held for general municipal purposes or for other specific municipal purposes for which it has heretofore been devoted, from the Board of Selectmen to the Board of Selectmen for the purpose of conveyance of an access/ egress easement therein and to authorize the Board of Selectmen to convey an access/ egress easement therein, on such terms and conditions and for such consideration, which may be non-monetary consideration, as the Selectmen may determine:

"Area C" shown on the Plan, being a portion of Parcel 34 on the Town Atlas Map B-5 last amended January 2004,

Or take any other action relative thereto:

MOTION: TO PASSOVER CARRIES

ARTICLE 6 LAND ACQUISITION - "AREA 1"

(Two-thirds vote)

To see if the Town will authorize the Board of Selectmen to acquire by purchase, gift or eminent domain or otherwise and to accept the deed of a fee simple interest, on such terms and conditions as the Selectmen may determine, in the following land in the Town of Acton shown on a plan of land entitled "Proposed Site Plan, Yin Peet Studio & Residence, Quarry Road, Acton, MA," Drawing No. A-1, dated 12-28-2003, prepared by Norman C. Wang, Architect, on file with the Acton Town Clerk (the "Plan"):

"Area 1" shown on the Plan, being a portion of Parcel 11 on the Town Atlas Map C-5 last amended January 2004,

and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for this purpose, or take any other action relative thereto.

MOTION: TO PASSOVER CARRIES

ARTICLE 7 LAND ACQUISITION - "AREA 2"

(Two-thirds vote)

To see if the Town will authorize the Board of Selectmen to acquire by purchase, gift or eminent domain or otherwise and to accept the deed of an easement interest and water rights, on such terms and conditions as the Selectmen may determine, in the following land and water in the Town of Acton shown on a plan of land entitled "Proposed Site Plan, Yin Peet Studio & Residence, Quarry Road, Acton, MA," Drawing No. A-1, dated 12-28-2003, prepared by Norman C. Wang, Architect, on file with the Acton Town Clerk (the "Plan"):

"Area 2" shown on the Plan, being a portion of Parcel 11 on the Town Atlas Map C-5 last amended January 2004,

and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for this purpose, or take any other action relative thereto.

MOTION: TO PASSOVER CARRIES

ARTICLE 8 LAND ACQUISITION - "AREA 3"

(Two-thirds vote)

To see if the Town will authorize the board of Selectmen to acquire by purchase, gift or eminent domain or otherwise and to accept the deed of a fee simple interest, subject to a non-exclusive easement reserved by the grantor for access and art display on such terms and conditions as the Selectmen may determine the following land in the Town of Acton shown on a plan of land entitled "Proposed Site Plan, Yin Peet Studio & Residence,

Quarry Road, Acton, MA," Drawing No. A-1 dated 12-28-2003, prepared by Norman C. Wang, Architect, on file with the Acton Town Clerk (the "Plan"):

"Area 3" shown on the Plan, being a portion of Parcel 11 on the Town Atlas Map C-5 last amended January 2004,

and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for this purpose, or take any other action relative thereto.

MOTION: TO PASSOVER CARRIES

ARTICLE 9 HOME RULE PETITION - LAND CONVEYANCE AND ACQUISITION

(Majority vote)

To see if the Town will authorize the Board of Selectmen to petition the General Court to adopt special legislation authorizing the Town to convey and acquire the land and interests in real estate and water rights described under Articles 2 through 10 notwithstanding the requirements of General Laws Chapter 30B and any other general or special law to the contrary, and if and to the extent necessary, to authorize a change in use of said real estate pursuant to Article 97 of the Amendments to the Massachusetts Constitution, or take any other action relative thereto.

MOTION: TO PASSOVER CARRIES

MOTION: Mr. Hunter moves to dissolve the Special Town Meeting at 10:35 P.M.

MOTION CARRIES

Tellers
William Cady Head Teller
Carolyn Gray
Charles Kadlec
John Whittier
Ann Chang
Anne Kadlec
Robert Ferrara
Gail Sawyer

TOWN ELECTIONS AND STATISTICS

TOWN OF ACTON ANNUAL TOWN ELECTION MARCH 30, 2004

VOTE COUNT		PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
Machine	9:00 AM	5	3	13	6	10	4	41	0%
	12:00 PM	18	15	38	24	36	26	157	1%
	3:00 PM	23	31	63	35	41	46	239	2%
	6:00 PM	43	48	88	55	57	60	351	3%
Machine Total - Final		56	51	106	59	62	70	404	3%
Hand Count (red strip)		0	0	0	0	0	0	0	
TOTAL VOTED		56	51	106	59	62	70	404	
TOTAL # REGISTERED VOTERS-		1872	1996	2253	1982	1963	1871	11937	
MODERATOR									
Blanks		5	7	11	7	6	8	44	11%
Donald MacKenzie		50	43	90	50	56	62	351	87%
Scattered		1	1	5	2	0	0	9	2%
TOTAL		56	51	106	59	62	70	404	100%
SELECTMAN									
Blanks		16	21	40	20	36	15	148	18%
Peter K. Ashton		47	40	83	45	45	64	324	40%
Walter M. Foster		48	39	78	47	41	61	314	39%
Scattered		1	2	11	4	2	0	20	2%
TOTAL		112	102	212	116	124	140	806	100%
SCHOOL COMMITTEE									
Blanks		16	28	47	30	38	26	185	23%
Michael J. Coppolino		46	33	81	43	44	57	304	38%
Terence Lindgren		49	34	79	42	42	54	300	37%
Scattered		1	7	5	1	0	3	17	2%
TOTAL		112	102	212	116	124	140	806	100%
TRUSTEE, MEMORIAL LIBRARY									
Blanks		2	8	23	7	14	2	56	14%
Thomas F. Dunn		54	42	83	51	48	68	346	86%
Scattered		0	1	0	1	0	0	2	0%
TOTAL		56	51	106	59	62	70	404	100%
ACTON HOUSING AUTHORITY									
Blanks		9	10	27	12	14	8	80	20%
Erin O'Brien Bettez		46	40	79	46	48	62	321	79%
Scattered		1	1	0	1	0	0	3	1%
TOTAL		56	51	106	59	62	70	404	100%

VOTE COUNT WATER SUPPLY DIST.	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
COMMISSIONER								
Blanks	6	11	14	11	15	7	64	16%
Ronald R. Parenti	49	38	91	47	46	63	334	83%
Scattered	1	2	1	1	1	0	6	1%
TOTAL	56	51	106	59	62	70	404	100%

TOWN OF ACTON
PRESIDENTIAL PRIMARY
MARCH 2, 2004

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
Machine 9:00 AM	58	67	102	65	75	55	422	4%
12:00 PM	149	155	232	162	183	156	1037	9%
3:00 PM	234	237	359	262	262	263	1617	14%
6:00 PM	352	360	547	398	383	375	2415	20%
Machine Total - Final	434	466	701	492	491	479	3063	26%
Hand Count (red strip)	2	0	0	1	0	1	4	
Paper Ballots	2	0	4	4	0	2	12	
TOTAL VOTED	438	466	705	497	491	482	3079	26%

Total # Registered Voters	1855	1984	2239	1977	1952	1852	11859
Registered Democrat	647	689	902	733	727	669	4367
Registered Republican	323	335	276	282	250	311	1777
Registered Unenrolled	869	953	1046	948	964	863	5643
Other	16	7	15	14	11	9	72

DEMOCRATIC

PRESIDENTIAL PREFERENCE

Blanks	4	1	3	1	3	2	14	1%
Richard Gephardt	0	0	0	1	1	0	2	0%
Joseph Lieberman	3	4	3	5	2	4	21	1%
Wesley K. Clark	2	1	2	0	2	1	8	0%
Howard Dean	14	21	26	19	22	22	124	5%
Carol Moseley Braun	1	1	1	0	1	1	5	0%
John Edwards	61	72	122	89	82	75	501	18%
Dennis J. Kucinich	15	12	46	17	24	26	140	5%
John F. Kerry	294	288	410	307	309	283	1891	69%
Lyndon H. LaRouche, Jr.	1	1	1	0	1	0	4	0%
Al Sharpton	1	3	11	3	3	1	22	1%
No Preference	2	0	0	0	1	2	5	0%
Scattered	1	1	0	3	2	0	7	0%
Total	399	405	625	445	453	417	2744	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
STATE COMMITTEE MAN								
Blanks	136	143	235	168	157	135	974	35%
James B. McGowan	263	262	389	277	296	282	1769	64%
Jeremy Robinson-Leon	0	0	1	0	0	0	1	0%
Scattered	0	0	0	0	0	0	0	0%
Total	399	405	625	445	453	417	2744	100%
STATE COMMITTEE WOMAN								
Blanks	122	144	231	178	156	143	974	35%
Kathleen Donaghue	277	261	394	267	297	274	1770	65%
Scattered	0	0	0	0	0	0	0	0%
Total	399	405	625	445	453	417	2744	100%
TOWN COMMITTEE								
Blanks	8799	9246	13822	9882	10344	8995	61088	64%
Group	189	169	256	197	191	192	1194	1%
Gregory M. Jarboe	204	196	333	230	216	229	1408	1%
James B. Eldridge	223	237	426	299	294	260	1739	2%
David W. Keeler	198	181	294	210	200	210	1293	1%
Susan M. Kennedy	209	186	310	220	229	221	1375	1%
Pamela A. Harting-Barrat	220	231	365	257	250	246	1569	2%
Alice "Micki" Williams	213	208	340	235	234	248	1478	2%
Susan L. Appel	205	189	320	224	210	214	1362	1%
Andrew R. Dennington	200	191	287	220	207	219	1324	1%
Robert B. Whittlesey	194	180	291	214	216	208	1303	1%
Evelyn D. Olschewski	207	207	322	220	217	238	1411	1%
Thomas J. Holloway	193	179	284	211	206	205	1278	1%
Jocelyn E. Drum	203	182	284	212	201	205	1287	1%
Stephen M. Prescott	198	179	283	215	199	212	1286	1%
Deena A. Ferrara	207	197	324	213	224	231	1396	1%
Michael S. Eder	196	182	284	218	201	203	1284	1%
Karen J. Laufer	200	192	302	217	206	209	1326	1%
Andrew T. Jarboe	203	190	311	217	205	215	1341	1%
Susan F. Purchon	200	190	305	216	210	209	1330	1%
Pamela P. Resor	273	280	444	320	300	316	1933	2%
Sydney L. Levin	201	184	289	213	207	220	1314	1%
David T. Barrat	207	201	328	233	219	227	1415	1%
Robert V. Ferrara	201	195	315	226	216	226	1379	1%
Carol A. Novak	207	186	314	224	216	207	1354	1%
Michael G. Fisher	199	181	291	211	203	202	1287	1%
James J. Murphy	201	193	303	217	213	210	1337	1%
Jeremy Robinson-Leon	0	5	15	0	0	4	24	0%
Mary Herington	1	1	12	0	3	3	20	0%
Maya Spies	0	1	12	0	2	2	17	0%
Carol Marcacci	0	1	10	0	3	1	15	0%
Scattered	3	4	55	1	4	0	67	0%
TOTAL	13965	14175	21875	15575	15855	14595	96040	100%
REPUBLICAN								
PRESIDENTIAL PREFERENCE								
Blanks	2	2	2	2	0	1	9	3%
George Bush	32	49	64	39	33	55	272	84%
No Preference	3	6	9	5	3	5	31	10%
Scattered	0	4	1	2	2	2	11	3%
Total	37	61	76	48	38	63	323	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
STATE COMMITTEE MAN								
Blanks	2	6	3	5	1	4	21	7%
William C. Sawyer	28	48	59	34	36	51	256	79%
Paul R. Ferro	7	7	14	9	1	8	46	14%
Scattered	0	0	0	0	0	0	0	0%
Total	37	61	76	48	38	63	323	100%
STATE COMMITTEE WOMAN								
Blanks	7	13	13	7	3	2	45	14%
Jeanne S. Kangas	30	48	62	41	35	61	277	86%
Gay Tomasevich	0	0	1	0	0	0	1	0%
Total	37	61	76	48	38	63	323	100%
TOWN COMMITTEE								
Blanks	777	1397	1417	1019	791	1181	6582	58%
Group	21	28	53	25	23	42	192	2%
Carol N. Mahoney	25	32	56	31	26	48	218	2%
Mary Anne Seward	24	35	54	31	24	45	213	2%
John T. Teduits	22	36	56	29	24	45	212	2%
Dewitt C. Seward, III	23	36	54	31	23	45	212	2%
Andrew T. Kelly	22	30	54	27	23	43	199	2%
Mark F. X. Delaney	23	31	55	28	23	46	206	2%
David K. Stone	25	32	55	29	24	44	209	2%
Carol K. Stone	24	32	55	29	24	45	209	2%
David F. Olden	23	31	55	29	23	42	203	2%
Janet S. Olden	22	31	55	29	24	46	207	2%
Katherine F. Arnold	24	32	59	32	25	49	221	2%
Todd D. Fenniman	25	45	64	39	30	53	256	2%
John E. Ryder, Jr.	25	31	56	27	23	44	206	2%
Jonathan E. Chinitz	22	30	55	25	24	45	201	2%
Herman L. Kabakoff	24	36	61	36	26	49	232	2%
James F. Ettwein	22	35	55	29	24	44	209	2%
Susanne Ettwein	22	35	55	28	25	45	210	2%
Connie A. Dearborn	23	31	57	28	24	46	209	2%
William C. Sawyer	26	40	59	35	28	51	239	2%
James L. Press	23	30	55	27	23	44	202	2%
Rita L. Dolan	24	34	56	33	26	53	226	2%
Thomas B. McConnon	24	32	55	29	23	44	207	2%
Scattered	1	1	7	0	0	8	17	0%
TOTAL	1295	2135	2660	1680	1330	2205	11305	100%
LIBERTARIAN								
PRESIDENTIAL PREFERENCE								
Blanks	0	0	0	1	0	0	1	13%
Jeffrey Diket	0	0	1	0	0	0	1	13%
Ruben Perez	0	0	0	0	0	0	0	0%
Aaron Russo	0	0	0	0	0	1	1	13%
Michael Badnarik	0	0	1	0	0	0	1	13%
Garry Nolan	0	0	0	2	0	1	3	38%
No Preference	0	0	1	0	0	0	1	13%
Total	0	0	3	3	0	2	8	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
STATE COMMITTEE MAN								
Blanks	0	0	2	2	0	1	5	63%
David Hudson	0	0	1	1	0	1	3	38%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	3	0	2	8	100%
STATE COMMITTEE WOMAN								
Blanks	0	0	3	3	0	2	8	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	3	0	2	8	100%
TOWN COMMITTEE								
Blanks	0	0	3	3	0	2	8	100%
Scattered	0	0	0	0	0	0	0	0%
Total	0	0	3	3	0	2	8	100%
GREEN-RAINBOW								
PRESIDENTIAL PREFERENCE								
Blanks	0	0	0	0	0	0	0	0%
Kent Mesplay	0	0	0	0	0	0	0	0%
Lorna Salzman	0	0	0	0	0	0	0	0%
Paul Glover	0	0	0	0	0	0	0	0%
David Cobb	1	0	0	0	0	0	1	25%
No Preference	1	0	1	1	0	0	3	75%
Total	2	0	1	1	0	0	4	100%
STATE COMMITTEE MAN								
Blanks	2	0	1	1	0	0	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	2	0	1	1	0	0	4	100%
STATE COMMITTEE WOMAN								
Blanks	2	0	1	1	0	0	4	100%
Scattered	0	0	0	0	0	0	0	0%
Total	2	0	1	1	0	0	4	100%
TOWN COMMITTEE								
Blanks	2	0	1	0	0	0	3	75%
Chris Schaffner	0	0	0	1	0	0	1	25%
Scattered	0	0	0	0	0	0	0	0%
Total	2	0	1	1	0	0	4	100%

TOWN OF ACTON
STATE PRIMARY
SEPTEMBER 14, 2004

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
Machine 9:00 AM	19	27	33	17	23	17	136	1%
12:00 PM	42	63	90	70	62	58	385	3%
3:00 PM	84	93	143	101	93	101	615	5%
6:00 PM	135	150	268	180	179	178	1090	9%
Machine Total - Final 8:00 PM	171	182	314	208	214	212	1301	11%
Hand Count (red strip)	0	1	3	5	5	1	15	
TOTAL VOTED	171	183	317	231	219	213	1316	11%

Total # Registered Voters	1866	2015	2242	1951	1943	1870	11887
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DEMOCRAT

REPRESENTATIVE IN CONGRESS

Blanks	4	2	12	6	6	5	35	5%
Martin T. Meehan	94	79	153	98	127	105	656	95%
Other	0	1	1	1	0	0	3	0%
TOTAL	98	82	166	105	133	110	694	100%

COUNCILLOR

Blanks	26	16	40	28	32	20	162	23%
Marilyn M. Petitto Devaney	72	65	125	76	101	90	529	76%
Other	0	1	1	1	0	0	3	0%
TOTAL	98	82	166	105	133	110	694	100%

SENATOR IN GENERAL COURT

Blanks	6	1	7	0	3	3	20	3%
Pamela P. Resor	92	80	157	103	130	106	668	96%
Rod Jane	0	1	1	2	0	1	5	1%
Other	0	0	1	0	0	0	1	0%
TOTAL	98	82	166	105	133	110	694	100%

REPRESENTATIVE ON GENERAL COURT

14th Middlesex District

Blanks	7	6				8	21	7%
Cory Atkins	90	75				102	267	92%
Other	1	1				0	2	1%
TOTAL	98	82	0	0	0	110	290	100%

REPRESENTATIVE ON GENERAL COURT

37th Middlesex District

Blanks			9	5	2		16	4%
James B. Eldridge			155	99	131		385	95%
Other			2	1	0		3	1%
TOTAL	0	0	166	105	133	0	404	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
SHERIFF								
Blanks	12	6	38	25	26	22	129	19%
James V. Dipaola	42	32	72	46	47	43	282	41%
Robert A. Demoura	34	31	44	26	43	28	206	30%
Brian M. Gillis	10	12	12	8	16	17	75	11%
Other	0	1	0	0	1	0	2	0%
TOTAL	98	82	166	105	133	110	694	100%
REPUBLICAN								
REPRESENTATIVE IN CONGRESS								
Blanks	8	8	23	11	9	5	64	10%
Ilana Freedman	18	20	40	22	21	25	146	24%
Thomas P. Tierney	45	72	86	73	55	73	404	65%
Other	2	0	0	0	1	0	3	0%
TOTAL	73	100	149	106	86	103	617	100%
COUNCILLOR								
Blanks	72	99	146	106	85	103	611	99%
Other	1	1	3		1	0	6	1%
TOTAL	73	100	149	106	86	103	617	100%
SENATOR IN GENERAL COURT								
Blanks	4	2	3	2	3	1	15	2%
Rod Jane	54	83	121	84	69	85	496	80%
Arthur G. Vigeant	13	15	25	20	14	17	104	17%
Other	2	0	0	0	0	0	2	0%
TOTAL	73	100	149	106	86	103	617	100%
REPRESENTATIVE ON GENERAL COURT								
14th Middlesex District								
Blanks	16	21				14	51	18%
Douglas A. G. Stevenson	57	79				89	225	82%
	0	0				0	0	0%
TOTAL	73	100	0	0	0	103	276	100%
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District								
Blanks			27	4	15		46	13%
Thomas J. (T.J.)Dyer			121	102	71		294	86%
Other			1	0	0		1	0%
TOTAL	0	0	149	106	86	0	341	100%
SHERIFF								
Blanks	73	100	144	106	85	103	611	99%
Other	0	0	5	0	1	0	6	1%
TOTAL	73	100	149	106	86	103	617	100%
LIBERTARIAN								
REPRESENTATIVE IN CONGRESS								
Blanks	0	0	0	1	0	0	1	100%
	0	0	0	0	0	0	0	0%
TOTAL	0	0	0	1	0	0	1	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
COUNCILLOR								
Blanks	0	0	0	1	0	0	1	100%
TOTAL	0	0	0	1	0	0	1	100%
SENATOR IN GENERAL COURT								
Blanks	0	0	0	1	0	0	1	100%
TOTAL	0	0	0	1	0	0	1	100%
REPRESENTATIVE ON GENERAL COURT								
14th Middlesex District								
Blanks	0	0				0	0	#DIV/0!
TOTAL	0	0	0	0	0	0	0	#DIV/0!
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District								
Blanks			0	1	0		1	100%
TOTAL	0	0	0	1	0	0	1	100%
SHERIFF								
Blanks	0	0	0	1	0	0	1	100%
TOTAL	0	0	0	1	0	0	1	100%
GREEN-RAINBOW PARTY								
REPRESENTATIVE IN CONGRESS								
Blanks	0	0	0	1	0	0	1	50%
Other	0	1	0	0	0	0	1	50%
TOTAL	0	1	0	1	0	0	2	100%
COUNCILLOR								
Blanks	0	1	0	1	0	0	2	100%
TOTAL	0	1	0	1	0	0	2	100%
SENATOR IN GENERAL COURT								
Blanks	0	1	0	1	0	0	2	100%
TOTAL	0	1	0	1	0	0	2	100%
REPRESENTATIVE ON GENERAL COURT								
14th Middlesex District								
Blanks	0	1				0	1	100%
TOTAL	0	1	0	0	0	0	1	100%
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District								
Blanks			0	1	0		0	100%
TOTAL	0	0	0	0	0	0	1	100%
SHERIFF								
Blanks	0	1	0	1	0	0	2	100%
TOTAL	0	1	0	1	0	0	2	100%

TOWN OF ACTON
STATE ELECTION
NOVEMBER 2, 2004

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
Machine 9:00 AM	293	330	212	246	244	308	1633	13%
12:00 PM	744	889	1114	850	954	895	5446	43%
3:00 PM	1074	1201	1375	1189	1147	1155	7141	57%
6:00 PM	1410	1575	1813	1547	1505	1478	9328	74%
Machine Total - Final 8:00 PM	1660	1815	2074	1781	1744	1677	10751	85%
Hand Count (	2	3	3	8	1	8	25	0%
Oversea Ballots	1	1	1	1	1	1	6	
Provisional Ballots	3	1	3	0	1	0	8	
Specially Qualified Voters	2	1	2	0	1	3	9	
TOTAL VOTED	1668	1821	2083	1790	1748	1689	10799	86%
Total # Registered Voters	2015	2120	2345	2055	2046	2005	12586	

PRESIDENT & VICE PRESIDENT

Blanks	13	8	12	12	6	10	61	1%
Badnarik and Campagna	17	13	17	20	11	8	86	1%
Bush and Cheney	552	645	662	557	505	564	3485	32%
Cobb and LaMarche	8	8	9	6	6	4	41	0%
Kerry and Edwards	1069	1128	1372	1190	1210	1094	7063	65%
Nader and Camejo	4		5	3		3	15	0%
Others	5	19	6	2	10	6	48	0%
TOTAL	1668	1821	2083	1790	1748	1689	10799	100%

REPRESENTATIVE IN CONGRESS

Blanks	105	62	70	83	70	69	459	4%
Martin T. Meehan	1050	1184	1411	1196	1191	1115	7147	66%
Thomas P. Tierney	511	574	599	509	487	505	3185	29%
Others	2	1	3	2	0	0	8	0%
TOTAL	1668	1821	2083	1790	1748	1689	10799	100%

COUNCILLOR

Blanks	571	574	684	581	557	597	3564	33%
Marilyn M. Petitto Devaney	1079	1235	1375*	1191	1175	1091	7146	66%
Others	18	12	24	18	16	1	89	1%
TOTAL	1668	1821	2083	1790	1748	1689	10799	100%

SENATOR IN GENERAL COURT

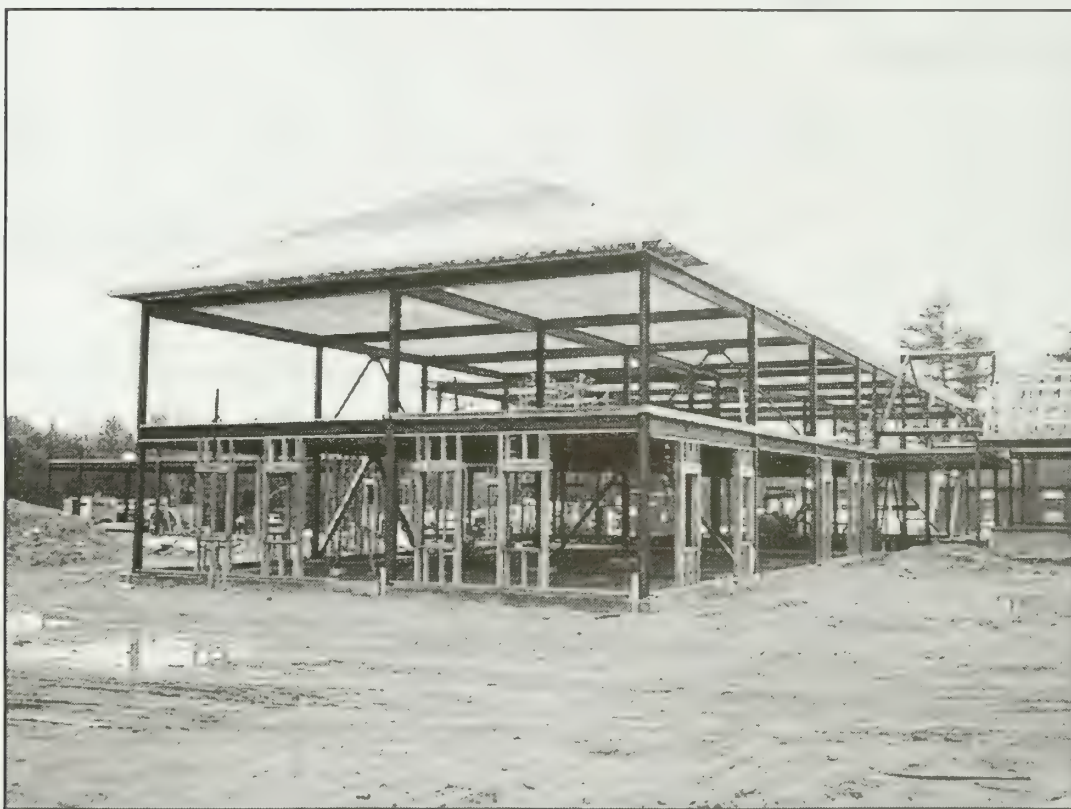
Blanks	94	56	47	61	56	45	359	3%
Pamela P. Resor	1019	1166	1362	1184	1183	1090	7004	65%
Rod Jane	554	598	672	542	506	554	3426	32%
Other	1	1	2	3	2	0	9	0%
TOTAL	1668	1821	2083	1790	1747	1689	10798	100%

REPRESENTATIVE ON GENERAL COURT

14th Middlesex District (1,2,6)

Blanks	110	76				71	257	5%
Cory Atkins	966	1041				992	2999	58%
Douglas A. G. Stevenson	590	702				623	1915	37%
Others	2	2				3	7	0%
TOTAL	1668	1821	0	0	0	1689	5178	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%
REPRESENTATIVE ON GENERAL COURT								
37th Middlesex District (3,4,5)								
Blanks			79	71	90		240	4%
James B. Eldridge			1365	1193	1171		3729	66%
Thomas J. (T.J.) Dyer			632	522	484		1638	29%
Others			7	4	3		14	0%
TOTAL	0	0	2083	1790	1748	0	5621	100%
SHERIFF								
Blanks	527	522	634	522	521	545	3271	30%
James V. Dipaola	1127	1286	1417	1243	1200	1136	7409	69%
Others	14	13	32	25	27	8	119	1%
TOTAL	1668	1821	2083	1790	1748	1689	10799	100%
VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	TOTAL	%



The New Acton Public Safety Facility's Interior Bones

OTHER INFORMATION

REGISTERED VOTER STATISTICS	
Democrats	3,374
Republicans	1,719
Unenrolled	7,452
Others	70
Total Registered	12,615
Unregistered	7,232
POPULATION	19,847

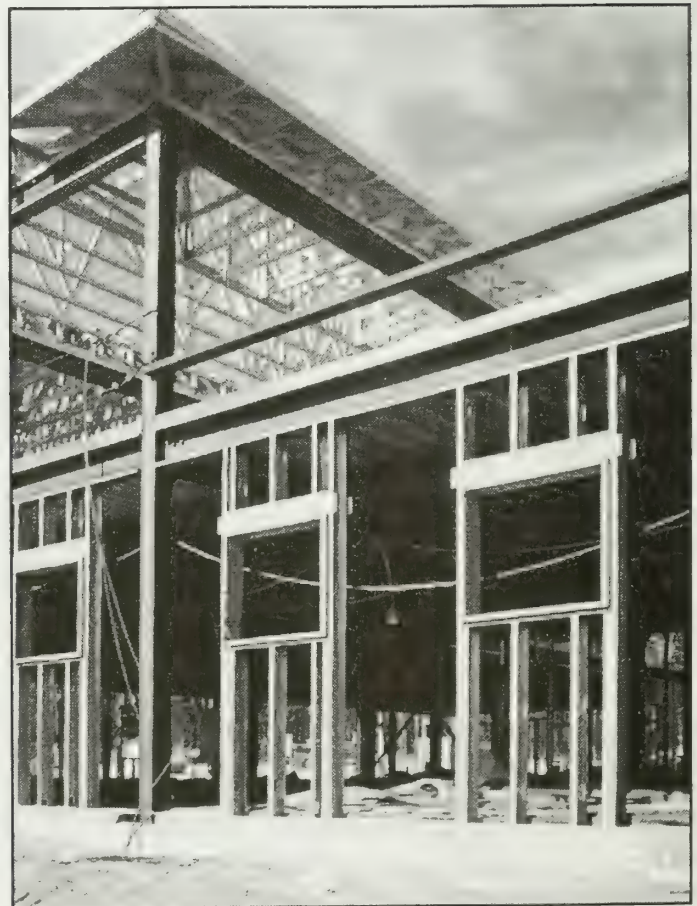
DOG STATISTICS	
Dog Licenses	1,701
Kennel Licenses	16

VITAL STATISTICS	
Births Recorded	201
Death Recorded	112
Marriages Recorded	96

DEATH		AGE
DATE	NAME	
04/20/04	Ames, Katherine Ellen	62
04/20/04	Ames, Michael Joseph	84
05/31/04	Aten, Mary C.	53
03/19/04	Banks, Archie Edward	91
09/14/04	Beren, Maurice	99
06/15/04	Berger, Anna J.	101
11/25/04	Blair, Elizabeth	59
02/27/04	Bradley, Charles	55
08/03/04	Brusie, Charles E. Jr.	58
06/19/04	Burgess, James A.	85
05/01/04	Burr, Barbara C.	81
03/17/04	Bursaw, Edward Wilson	85
10/31/04	Cadieux, Elaine B.	79
11/09/04	Carruthers, Mary A.	77
04/17/04	Caruso, Kathleen M.	59
11/25/04	Ceranni, Mary P.	92
03/28/04	Clarke, Ralph	93
01/14/04	Comtois, Justine	93
07/08/04	Condon, Sylvester P.	77
03/09/04	Corbett, Alice J.	80
12/10/04	D'Andragora, Rosemarie	69
01/20/04	Davis, Fannie Evelyn	104
10/25/04	Day, Charles E.	64
04/02/04	Deutsch, Lynne K.	47
05/05/04	Donahue, Jessie	90
04/11/04	Donald, James C.	74
04/11/04	Donovan, Warren Francis	88
09/12/04	Dow, Russell E.	81
04/11/04	Dumont, Yvonne	96
06/30/04	Evans, Patricia K.	77
07/02/04	Foster, Ruth E.	90
04/23/04	Gaudet, Eugene	92
08/24/04	Gervais, Cecile M.	80
02/07/04	Glahn, George A.	75
06/15/04	Gordon, Grace	86

DATE	NAME	AGE
06/05/04	Harring, Barbara A.	70
05/11/04	Harris, John L.	83
02/27/04	Hedrick, Jack Franklin	66
08/21/04	Hojem, Robert S.	84
12/16/04	Holmes, Leonis	98
02/12/04	Hsieh, Fan Jui K.	91
07/21/04	Hunter, William	88
10/22/04	Jenne, Cecile M.	74
03/12/04	Johnson, Treva I.	82
03/04/04	Jung, Peter	85
08/28/04	Kasparian, Mary	88
06/23/04	Kendall, Laonie	95
11/28/04	Kennedy, Ann S.	93
01/07/04	Killooy, David	61
05/02/04	Kreeb, Marian J.	76
08/01/04	Kronenberg, Morty	94
03/01/04	Kuludjian, Olga	94
04/13/04	Lazdowski, Katherine	83
06/01/04	Lebert, Russell G.	76
03/25/04	Lee, Wen Hsiang	77
10/24/04	Lussier, George J.	66
05/09/04	Lylin, Evgeny	22
03/13/04	MacDonald, Carol T.	79
08/11/04	Mach, Cuc K.	66
01/11/04	Macleod, John E.	63
07/14/04	Malinowski, Robert M.	52
06/29/04	Margolien, Grace L.	81
11/02/04	Marks, Sylvia	87
10/12/04	Mason, Paul H.	77
11/07/04	Matheson, Susan L.	57
09/22/04	McCann, John B.	85
06/01/04	McCauley, Barbara F.	84
11/04/04	McCauley, Edward J.	86
04/17/04	McCauley, Julia A.	73
10/02/04	McDermott, Evelyn T.	92
05/01/04	McNulty, Rose	73
03/29/04	Mercurio, Joseph	89
01/21/04	Mintz, Harriet	81
05/13/04	Monsen, Helen B.	69
10/21/04	Moroney, Alice R.	76
06/11/04	Morrison, Matthew J.	29
04/06/04	Murphy, Genevieve M.	80
11/13/04	Nordberg, Myrtle C.	91
10/01/04	Orrok, Helen	96
10/06/04	Palma, Salvatore	87
05/24/04	Pedersen, Elizabeth R.	87
06/06/04	Pogue, Joseph G.	87
10/22/04	Prescott, Helen I.	82
12/28/04	Redding, Essie P.	88
09/14/04	Roga, Leontine	98
10/02/04	Rosenfeld, Mark	58
05/11/04	Ryan, Enda J.	61
09/12/04	Salvucci, Carmin P.	69
07/03/04	Sawyer, Norman D.	87
04/16/04	Shenk, Priscilla H.	95

DATE	NAME	AGE
03/16/04	Silva, Mary T.	89
01/09/04	Silverstein, Lois A.	71
03/23/04	Smith, Daniel	90
12/06/04	Sofka, Stanley G.	90
12/15/04	Sordill, Ella M.	88
11/10/04	Sousa, Malvina C.	92
11/14/04	Spigai, Nancy	96
10/19/04	Steele III, Jacob H.	93
04/17/04	Sullivan, Mary J.	84
08/27/04	Sutherland, George A.	62
12/08/04	Tabloski, Theodore F.	88
04/30/04	Taylor, Helena K.	95
09/03/04	Tetreault, Marion E.	85
02/17/04	Thompson, Richard	73
09/12/04	Vickery, Marilyn	68
04/07/04	Vizgirda, Jonas	91
04/09/04	Ward, Francis	73
07/24/04	Wasfy, Therese	71
09/17/04	Weaver, Charles B.	63
09/14/04	Whitaker, Noreen F.	57
06/07/04	Young, Alexander Kyle	18
10/21/04	Zinicola, Biagio	90



Firm Foundations of the Acton Public Safety Facility

ACTON INFORMATION

NATIONAL, STATE, AND COUNTY OFFICIALS

NATIONAL

President	George W. Bush
Vice-President	Richard Cheney
Senators in Congress	Edward M. Kennedy
5th Congressional District	John F. Kerry
Representative in Congress 5th Congressional District	Martin T. Meehan

STATE

Governor	Mitt Romney
Lieutenant Governor	Kerry Healey
Secretary of the Commonwealth	William F. Galvin
Attorney General	Thomas F. Reilly
Treasurer and Receiver General	Timothy P. Cahill
Auditor of the Commonwealth	A. Joseph DeNucci
Senator Middlesex / Worcester District	Pamela P. Resor
Representative in General Court 14th Middlesex Representative District	Corey Atkins
Representative in General Court 37th Middlesex Representative District	James B. Eldridge

MIDDLESEX COUNTY

Clerk of Superior Court	Edward J. Sullivan
Register of Deeds Middlesex South	Eugene C. Brune
Register of Probate	John R. Buonomo
District Attorney	Martha Coakley
County Sheriff	James V. DiPaola

ELECTED TOWN OFFICIAL

POSITION NAME

TERM EXPIRES

Moderator

Donald MacKenzie 2005

Acton Board of Selectmen

Vice-Chair	Peter K. Ashton	2007
	William (Trey) Shupert	2005
Chair	F. Dore Hunter	2005
	Walter M. Foster	2007
Clerk	Robert A. Johnson	2006

Acton - Boxborough Regional School District

	Jeffrey C. Vandegrift	2005
	Michael J. Coppolino	2007
	Mary Ann Ashton	2005
Chair	Jo-Ann M. Berry	2006
	Marie E. Altieri	2006
	Terence Lindgren	2007

Acton Public Schools Committee

	Jeffrey C. Vandegrift	2005
	Michael J. Coppolino	2007
	Mary Ann Ashton	2005
	Jo-Ann M. Berry	2006
	Marie E. Altieri	2006
Chair	Terence Lindgren	2007

Trustees Memorial Library

Sec.	Stacey Liberty	2005
	Brewster Conant	Corporate
	Davit T. Barrat	2006
	Robert Ferrara	Corporate
Pres.	Thomas F. Dunn	2007
	Francis Joyner Jr.	Corporate
	Dennis J. Ahern	Corporate
	Ann W. Chang	Corporate
V. P.	Mildred Jarvis	Corporate

Housing Authority

Vice Chair	Joseph M. Nagle	2008
Chair	Jean B. Schoch	2007
	Robert B. Whittlesey	State Appt.
Sec.	Denis P. Sullivan	2005

Trustees, Fireman's Relief Fund Acton

	William A. Klauer	2005
	Allen H. Nelson	2006
	James D. Young	2007

POSITION NAME	TERM EXPIRES
Trustees, Fireman's Relief Fund Acton	
Chair Edward M. Bennett	2006
Robert A. Vanderhoof	2007
Malcolm S. MacGregor	2005
Trustees, Charlotte Goodnow Fund	
Sally Moore	2006
Karen Sharp	2007
Chair Alice P. Miller	2005
Trustees, Elizabeth White Fund	
Chair Cornelia O. Huber	2007
Francis M. Joyner, Jr.	2006
Andrea S. Miller	2005
Trustees, West Acton Citizen Library	
Chair Robert L. Loomis	2005
Clerk Virginia A. Rhude	2007
Peter J. Guilmette	2006

OFFICIALS APPOINTED BY MODERATOR

Finance Committee

Chair	Patricia Clifford	2007
	Jonathan Chinitz	2005
	Rheta Roeber	2006
	Herman Kabakoff	2007
	Robert Evans	2006
	Patricia Easterly	2007
	Gim Hom	2007
Sec.	John Ryder	2005
	David Stone	2006

Minuteman Science - Technology High School

Charles H. Olmstead	2005
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APPOINTMENTS MADE BY SELECTMEN

POSITION NAME	TERM EXPIRES
Acton-Boxborough Cultural Council	
7 Acton members - 3 Year Term P.O. Box 2291 Acton, MA 01720	
Co-chair	Michele Holland 2007
	Rosie M. Latto 2006
Secrty.	Rixin Li 2006
	Elaine Sisler 2006
	Nancy Gerhardt 2006
Co-chair	Ann Budner 2006
	Boxborough members
	Pat Myers 2006
Treas.	Mitzi Weil 2005

POSITION NAME	TERM EXPIRES
Acton Community Housing Corp	
5 To 7 Members - 3 Year Term	
Chair	Nancy Tavernier 2005
Assoc.	Kevin McManus 2005
	Naomi McManus 2005
Assoc.	Pam Shuttle 2005
	Daniel Buckley 2007
	Robert B. Whittlesey 2007
	Ryan Bettez 2006
Assoc.	Bernice Baron 2005

Board of Appeals

3 Members and 3 Alternate Members - 3 Year Term	
Alt.	Cara Voutselas 2005
Clerk	David Black 2006
Chair	Jon Wagner 2006
	Kenneth Kozik 2005
Alt.	William Sawyer 2006
Alt.	Richard Fallon 2006

Board of Assessor's

3 Members and 1 or More Alternates - 3 Year Term	
chair	James Kotanchik 2006
Alt.	David E. Brown 2007
	Susan C. Miller 2005

Board of Registrar of Voters

3 Members - 3 year term	
	Evelyn Olschewski 2006
	Katherine F. Arnold 2005
	Deena Ferrara 2007

Cable Advisory Committee

7 Members - 3 Year Term	
	John Covert 2005
	Michael W. Geis 2007
	Theresa M. Landers 2007
	Mark H. Eisenberg 2007
	Maynard G. Brandon 2006
	Ernie J. Lang 2007
	Frits W. Riep 2006
	Brian F. Costello 2007
Assoc.	Terra Friedrichs 2005
Assoc.	Oleg H. Volinsky 2005

Cemetery Commission

3 Members - 3 Year Term	
	Charles Smith 2007
Chair	Brewster Conant 2005
	Leslie Gerhardt 2006

POSITION NAME	TERM EXPIRES
Community Preservation Committee	
9 Members (see Bylaw S for terms)	
	Walter Foster 2006
	Andrew Magee 2005
	Robert Coan 2005
	Stacy Rogers 2007
	open 2005
Chair	Peter Berry 2007
	Susan Mitchell-Hardt 2006
V- Chair	Catherine Coleman 2006
Assoc.	Matthew Lundberg 2007
Assoc.	Nancy Tavernier 2005
Assoc.	Mimi Herington 2005

Conservation Commission	
7 Members - 3 Year Term and 3 Assoc. - 1 Year Term	
	Andrew Magee 2005
	Terry Maitland 2006
	Cheryl Lowe 2008
Chair	Jeffrey N. Rogers 2006
	Micheal Eder 2005
	Julia S.Miles 2006
Assoc.	Janet Adachi 2005
Assoc.	Matt Liebman 2005
Assoc.	James Snyder-Grant 2005

Council On Aging	
9 Members - 1 Year Term	
Chair	Patricia A. Ellis 2005
	Catherine Guinee 2005
	Paul A. Turner 2005
	Thomas H. McQueen 2005
	Gena Manalan 2005
	Jan Patrick 2005
	Anita Dodson 2005
	William K. Ely 2005
	Cathleen Summers 2005
	Stephen Baran 2005
	Sally W. Thompson 2005

Disabilities, Commission On	
9 Members - 3 Year Term (Appointed by Town Manager)	
	John A. Barko 2006
	Edward M. Leary 2006
	Elizabeth A. Franklin 2006
	Christine Weinberger 2006
	Brenda Viola 2004
	Janet A. Feasel 2006
Chair	Selma Garber 2006
	Jean Nigro-Ricci 2006

POSITION NAME	TERM EXPIRES
Economic Development Comm	
Advisory Committee Unlimited Members - 3 Year Term	
	Wayne Friedrichs 2006
	Herman Kabakoff 2006
	Ann Chang 2006
	Rheta Roeber 2006
V- Chair	William (Trey) Shupert 2006
	Roland Bartl 2006
	Bob Johnson 2006
Chair	Philip J. Janus 2006
	Hartley Millett 2006
	Lauren Rosenzweig 2006
	William A. Lawrence 2007
	Chris Papathanasiou

Economic Development & Industrial Corporation	
	Joshua Chernin 2007
	Jonathan Avery 2007
	Harry Hedison 2006
	Bonnie Wilson 2006
Chair	Ron Locklin 2005
V- Chair	John G. Ravis 2007
	Jim Walker 2005

Hanscom Field Advisory	
2 Members - 3 Year Term (Advisory to BOS)	

Health Insurance Trustee	
5 Members - Standing	
	Peter Ashton Selectman
	Marie Altieri School Board Member
	John Ryder Finance Committee
	John Murray Town Treasurer
Chair	Sharon Summers Dir Finance, Schools

Health, Board of	
5 Members - 3 Year Term and 3 Assoc. Members - 1 Year Term	
	Mark Conoby 2006
Chair	William McInnis 2007
	Joanne Bissetta 2007
	Robert Oliveri 2005
	Roxanne Hunt 2005
Assoc.	Catherine C. Block 2005
Assoc.	Rita L. Dolan 2005
Assoc.	Pamela Harting Barrat 2005

POSITION NAME	TERM EXPIRES
Historical Commission	
5 Members - 3 Year Term and 2 Assoc. - 1 Year Term	
Anita Dodson	2005
William Klauer	2005
Peter Grover	2007
Victoria Beyer	2006
Robert Coan	2005
Chair John Benkert	2005

Historic District Commission	
6 Members - 3 Year Term and 4 Alt. Members - 3 Year Term	
Assoc. Michaela Moran	2007
Anne Forbes	2006
Thomas Peterman	2007
Kenneth Guditz	2006
Chair Bonnie Geithner	2006
Alt. Hong An	2006
Brian Bendig	2006

Land Stewardship Committee	
(Advisory-OPEN)	
John Chalmers	open
David Cochrane	open
Robert Guba	open
Gigi Hopkins	open
Philip Keyes	open
Peggy Liversidge	open
Ian MacPherson	open
Linda McElroy	open
Nan Millett	open
Cyril Murphy	open
Ann Shubert	open
Jim Snyder-Grant	open
Laurie Ullmann	open
Paul Wasserboehr	open

Lowell Regional Transit	
1 Member - 1 Year Term (Advisory to BOS)	
Sheldon Herskovitz	2005

Metropolitan Area Planning	
1 Member - 3 Year Term (Advisory to BOS)	
Stacy Rogers	2007

Minuteman Home Care (MMHC)	
1 Member - 3 Year Term (Appointed By Moderator)	
Suzanne M. Brozak	2005

Minuteman Science-Technology H.S.	
1 Member - 3 Year Term	
Charles H. Olmstead	

POSITION NAME	TERM EXPIRES
Open Space and Recreation Committee	
(Standing Sub-Committee of Conservation)	
Peter K. Ashton	standing
Terry Maitland	standing
Laura Sikalis	standing
Morene Bodner	standing
Susan Mitchell-Hardt	standing
Linda McElroy	standing
Barbara Smith	standing
William Mullin	standing
Dick Hatfield	standing
Jane Ceraso	standing
Hartley Millett	standing

Outdoor Light Education Committee	
(Standing Committee)	
Bernie Kosicki	2005
Martin Graetz	2005
Hartley Millett	2005
Steven Feinstein	2005
Gary Green	2005

Planning Board	
7 Members - 5 Year Term and 2 Assoc. - 1 Year Term	
Lauren Rosenzweig	2007
William F. King	2009
Hartley Millett **	2009
Gregory Niemyski	2005
Chair Christopher Schaffner	2008
Magic Rep Stacy Rogers	2009
vChair Gary R. Sullivan	2009
Clerk Edmund R. Starzec	2005
Ruth Martin	2005

Personnel Board	
5 Members - 3 Year Term and 3 Assoc. - 3 Year Term	
J. Christopher Mar	2005
open	
open	
open	

Professional Advisory Committee	
Unlimited Term	
Marlene Bergart	Open
Kathryn Black	Open
Rita Dolan	Open
Jane Guber	Open
Janet Hart	Open
Richard Porter	Open
Ruth Porter	Open
Carolyn Randolph	Open
Thomas Wong	Open
Jean Worfolk	Open
Eleanor Voorhies	Open
Catherine Block	Open

POSITION NAME	TERM EXPIRES
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Public Ceremonies Committee

11 Members - 3 Year Term
 Gail Sawyer

Public Safety Steering Committee

(Standing Committee)

William (Trey) Shupert	standing
F. Doré Hunter	standing
Jonathan Chinitz	standing
Bob Craig	standing
Frank Widmayer	standing
Art Gagne	standing
John Murray	standing
Dean Charter	standing
Charlie Kadlec	standing
Marie Altieri	standing
Kenneth Sundberg	standing
Albert Daskocil	standing
Ian Moncreif	standing

Recreation Commission

5 Members - 3 Year Term and Assoc. - 1 Year Term

Robert E. Cadogan	2005
Alison E. gallagher	2005
Michele Zaremba	2006
Ronald Schlegel	2006
Matthew Lundberg	2007
Sasha C O'Connell.	2005

South Acton Revitalization Committee

5 Members - 3 Year Term (Advisory to BOS)

Inactive at this time

Taxation Aid Committee

5 Members, Chairman BD of Assessors, Town Treasurer, 3 Residents

John Murray
 Nancy Gerhardt
 C. Mahoney
 Peter Ashton
 James Kotanchik

Chair

Transportation Advisory

5 Members - 3 Year Term and 2 Assoc. - 1 Year Term

Chair	Samuel Lawton	2006
	Renee J. Robins	2006
	Audrey Stuart	2005
	Edward Gardiner	2007
	Arthur Wu	2005
	Mary H. Utt	2005
	Ann Sussman	2005
	Antonio Santoro	2005

POSITION NAME	TERM EXPIRES
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Town Report Committee

5 Members - 3 Year Term	
Ann Chang	2005
Mildred Jarvis	2005

Volunteer Coordinating Committee

5 Members - 3 Year Term	
Nancy Whitcomb	2005
Jean B. Schoch	2007
Efi Papadopoulos	2007
Giorgio Bruschi	2007

Acton Water District Water-Land Management Advisory

Paul Malchodi

JOINT TECHNICAL ADVISORY COMMITTEE (JTAC)

F. Doré Hunter
 Walter Foster
 Terry Lindgren
 Marie Altieri
 Tess Summers
 Steve Hall
 Don Johnson
 Mark Hald
 Kent Quirk
 John Bartlett
 John Donnelly

SPECIAL POLICE OFFICER

John Dristilaris	Standing
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CONSTABLE

Barbara Hartnett	2007
Dave Allen	2007
Philip Leblanc	2007
John R. Scichilone	2007
Edward Ellis	2007
Joseph R. Connell	2007
Christopher N. Prehl	2007

APPOINTMENTS MADE BY THE TOWN MANAGER

Assistant Town Manager

John Murray III

Assistant Assessor

Brian McMullen

Director DPW and Engineer

Bruce Stamski

Commission on Disabilities	TERM EXPIERS	Deputy Fire Chief	
9 Members for 3 year term		Captains	
John A. Barko	2006	Carl Robinson	Robert Vanderhoof
George Lussier (Deceased)	2004	George Williams	Michael Lyons
Elizabeth A. Franklin	2006	Kevin Lyons#	
Christine Weinberger	2006		
Edward Leary	2006	Lieutenants	
Brenda Viola	2004	Geoffrey Neagle	Robert Hart
Janet Feasel	2006	Robert Smith	
Selina Garber	2006		
Jean Nigro-Ricci	2006	Firefighters	
		Forrest E. Bean, III	James Kessler#
Constable		James Young	Daniel Morse
Robert Connell		Bruce Stone	
Barbara Hartnett			
John Scicholone		Firefighters/EMT's	
David Muscovitz		Robert Sabourin	Scott Morse
Christine Joyce		Richard Sullivan	Brent Carter
Christopher Prehl		Ricky Robinson	Jared Crowley
Frederick Hryniewicz		James Ray	Anita Arnum
David Allen		Brian Richter	Shean Sheridan
		Tom Wallerstein	Mark Richardson
Deputy Building Inspector		Kenneth Ineson	Robert Wetherbee
David F. Abbt		William Klauer	Christopher Sammet
		Leo Hayes	Patrick Judge
Deputy Inspector of Gas Piping and Gas Appliances		Kris Ellicks	Edmond Daigneault
Kenneth Johnson		Shawn Ferrari	Nick Pentedemous
		Kenneth Carroll	Richard Tyler
Deputy Inspector of Wires		John White	Eric Mathieu
William Morehouse		William Rolfe	
Emergency Management		Call Firefighter	
Director Don P. Johnson		Robert Puffer	
Director John Murray			
Deputy Director, Seth Campbell		Forest Warden	
Deputy Director, Charles Landry		Chief Craig	
Director of Municipal Properties		Inspector of Animals	
Dean Charter		Patrick (TAC) Palmer	
Director of Public Health		Inspector of Gas Piping and Appliances	
Douglas Halley		James G. Corey	
Dog Officer		Inspector of Wires	
Patrick (TAC) Palmer		William Morehouse	
Fence Viewer		Local Building Commissioner	
David F. Abbt		Garry A. Rhodes	
Field Driver		Natural Resources/Cemetery Director	
William J. Durkin		Thomas Tidman	
Fire Chief		Keeper of the Lockup	
Robert Craig		Frank J. Widmayer, III	

Chief of Police

Frank J. Widmayer, III

Lieutenants

Donald L. Palma, Jr.
Thomas J. Rogers

Sergeants

Robert L. Parisi
Bruce A. Nadeau*
James A. Cogan
Raymond P. Grey
Edward Lawton

Police Officers

Brian Goodman*	Paul Cogan
Robert Cowan	Raymond LaRoche*
James Goodemote	Christopher Browne
Christopher Prehl	Frederick Rentschler
John Cooney	Scott Howe
Michael Cogan	
Kevin Heffernan	Lisa Driscoll
Luke Penney	Leo Gower
Dean Keeler	Gardena Abramowitz
Keith Campbell	Daniel Silva
Douglas Sturniolo	Scott Krug
Brian Bandini	Daniel Holway
Todd McKelvie	Tricia Dellicicchi

Police Matrons

Faith Williams
Debra Richardson
Christine Joyce
Kerry Williams

Dispatchers

Faith Williams	Paul Connors
Kevin Antonelli	Robert Merrill
Anne Milligan	Sophia Kotzabaldiris
Kelly Ramsay	
Roger Wallace	

Public Weighers

Christopher N. Prehl
Paul Cogan
James A. Barbato
Robert Greenough

Recreation Director

Nancy McShea

Sealer of Weights and Measures

Mark Fitzpatrick

Supt. of Streets

David Brown

Town Finance Director

Steven Barrett

Town Engineer

David Abbt

Town Report Committee

Ann Chang
Mildred Jarvis

Veteran's Agent

Charles Jones*

Retirements ***Resignations #**

STREET LIST
OF THE TOWN OF
ACTON, MASSACHUSETTS
TOWN OF ACTON
ENGINEERING DEPARTMENT
JANUARY 1, 2004

STREET MAP			STREET MAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
CRAIG ROAD	6	N-12	BRIAR HILL ROAD	1-	R-11
CRESTWOOD LANE	4	M-9	BRIDGES DRIVE	2	O-10
CRICKET WAY	6	P-11	BRIDAL PATH WAY	1	Q-13
ABEL JONES PLACE	4	M-10	BRIMSTONE LANE	1	R-11
ACORN PARK DRIVE	2	R-10	BROADVIEW ROAD	5	L-11
ADAMS STREET	5	K-12	BROMFIELD ROAD	6	O-11
AGAWAM ROAD	3	N-8	BROOK STREET	6	Q-11
ALBERTINE DRIVE	4	L-10	BROOKSIDE CIRCLE	5	M-12
ALCOTT STREET	6	O-12	BROWN BEAR CROSSING	1	S-9
ALEXANDRA WAY	1	S-10	BRUCEWOOD ROAD	6	N-11
ALGONQUIN ROAD	3	O-8	BRUCEWOOD ROAD EAST	6	N-11
ANDERS WAY	4	N-10	BULETTE ROAD	2	P-7
ANDREW DRIVE	4	N-10	BUTTERNUT HOLLOW	1	S-9
APPLE VALLEY DRIVE	4	K-10			
ARBORWOOD ROAD	5	N-11	CAITLIN DRIVE	4	M-8
	3 - 21 ODD		CANDIDA LANE	5	N-11
	18 - 20 EVEN		CAPTAIN BROWN'S LANE	4	N-9
ARBORWOOD ROAD	6	N-11	CAPTAIN FORBUSH LANE	4	N-9
	2-12 EVEN		CAPTAIN HANDLEY ROAD	1	R-10
ARLINGTON STREET	2	P-8	CARLISLE ROAD	1	T-11
	1 - 73 ODD		CARLTON DRIVE	5	K-11
	14 - 134 EVEN		CARRIAGE DRIVE	5	M-11
ARLINGTON STREET	3	N-8	CASTLE DRIVE	3	L-8
	89 - 423 ODD		CEDAR TERRACE	4	N-9
	272 - END EVEN		CENTRAL STREET	3	N-7
ARLINGTON STREET	4	N-8		236 - 456 EVEN	
	158 - 262 EVEN			283 - 459 ODD	
ASHLEY CIRCLE	1	S-11	CENTRAL STREET	4	M-8
ASHWOOD ROAD	6	N-11		1-267 ODD	
ASSABET CROSSING	5	L-12		2-224 EVEN	
AUDUBON DRIVE	5	L-11	CHADWICK STREET	5	M-11
AUTUMN LANE	3	M-8	CHAFFIN WAY	2	P-8
AYER ROAD	5	N-12	CHARTER ROAD	2	N-9
AZALEA COURT	6	P-13		63 - 103 ODD	
				54 - 106 EVEN	
BADGER CIRCLE	1	S-11	CHARTER ROAD	4	N-9
BALSAM DRIVE	2	P-9		16 - 50	
BANKSIDE HOLLOW	1	S-9	CHEROKEE ROAD	3	O-8
BARKER ROAD	6	N-10	CHERRY RIDGE ROAD	3	M-8
BAXTER ROAD	4	M-9	CHESTNUT STREET	2	R-9
BAYBERRY ROAD	6	P-12	CHURCH STREET	3	M-8
BEECHNUT STREET	2	R-9	CINDY LANE	5	L-12
BELLANTONI DRIVE	5	N-13	CLOVER HILL ROAD	5	M-12
BELLOWS FARM ROAD	1	R-12	COBURN DRIVE	5	M-11
BERRY LANE	6	O-12	CONANT STREET	5	L-11
BETH CIRCLE	1	S-9	CONCETTA CIRCLE	5	L-12
BETSY ROSS CIRCLE	3	L-7	CONCORD PLACE	6	O-11
BEVERLY ROAD	4	N-10	CONCORD ROAD	6	O-11
BILLINGS STREET	4	L-9	CONQUEST WAY	4	M-9
BIRCH RIDGE ROAD	3	M-7	COOLIDGE DRIVE	2	O-9
BITTERSWEET LANE	1	R-11	COUGHLIN STREET	6	O-10
BLACK HORSE DRIVE	3	L-7	COUNTRY CLUB ROAD	5	L-11
BLUE HERON WAY	1	R-11	COUNTRYSIDE ROAD	2	P-7
BLUEBERRY PATH	1	T-11	COWDREY LANE	2	O-10
BRABROOK ROAD	6	P-12			

STREET MAP			STREET MAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
CRAIG ROAD	6	N-12	FREEDOM FARME ROAD	3	O-8
CRESTWOOD LANE	4	M-9		7 - 21 ODD	
CRICKET WAY	6	P-11		8 - 22 EVEN	
CROSS STREET	1	T-11	FROST DRIVE	2	O-11
DAVIS ROAD	1	R-11	GERALD CIRCLE	5	L-12
DEACON HUNT ROAD	4	N-9	GIONCONDA AVENUE	5	M-11
DEERGRASS LANE	1	R-11	GRANITE ROAD	1	S-10
DEVON DRIVE	1	T-11	GRACE PATH	1	Q-12
DISCOVERY WAY	5	N-11	GRASSHOPPER LANE	6	P-11
DORIS ROAD	4	N-10	GREAT ELM WAY	1	S-9
DOWNEY ROAD	4	L-9	GREAT ROAD	6	Q-13
DRIFTWOOD ROAD	6	N-11		1 - 217 ODD	
DRUMMER ROAD	5	M-12		2 - 336 EVEN	
DUGGAN ROAD	3	L-8	GREAT ROAD	2	Q-11
DUNHAM LANE	5	L-12		340 - END EVEN	
DURKEE ROAD	4	M-9	GREEN NEEDLE WAY	1	R-12
DUSTON LANE	1	R-12	GREENWOOD LANE	2	P-10
			GREGORY LANE	3	M-8
EASTERN ROAD	1	S-11	GREYBIRCH LANE	1	Q-12, R-12
ELIOT CIRCLE	2	O-10	GRIST MILL ROAD	3	L-8
ELM COURT	3	N-8	GUSWOOD ROAD	5	N-12
ELM STREET	3	N-8			
EMERSON DRIVE	6	O-12	HALEY LANE	5	M-11
ESKER WAY	6	O-11	HALF MOON HILL	3	N-8
ESTERBROOK ROAD	6	P-12	HAMMOND STREET	2	P-9
ETHAN ALLEN DRIVE	3	L-7	HARRIS STREET	1	R-10
EVERGREEN ROAD	2	P-9	HARTLAND WAY	1	T-11
EVERGREEN WAY	2	P-9	HARVARD COURT	6	Q-11
			HATCH ROAD	5	L-11
FAIRWAY ROAD	5	L-11	HAWTHORNE STREET	6	O-12
FARLEY LANE	5	L-10	HAYNES COURT	3	M-8
FARMERS ROW	1	Q-11	HAYWARD ROAD	2	N-9
FARMSTEAD WAY	4	N-10		1 - 61 ODD	
FAULKNER HILL ROAD	5	L-10	HAYWARD ROAD	4	N-9
FERNWOOD ROAD	5	N-11		66 - END EVEN	
	3 - 11 ODD		HAYWARD ROAD	6	N-9
FERNWOOD ROAD	6	N-11		4 - 54 EVEN	
	4 - 10 EVEN		HAZELNUT STREET	2	R-10
FIFE & DRUM ROAD	2	O-10	HEALD ROAD	2	O-10
FISCHER PATH	1	R-11	HEATHER HILL ROAD	4	L-8
FLAGG ROAD	6	P-12	HEMLOCK LANE	2	P-10
FLETCHER COURT	4	L-10	HENLEY ROAD	1	S-9
FLINT ROAD	4	M-9	HENNESSEY DRIVE	4	M-9
FLINTLOCK DRIVE	3	L-7	HERITAGE ROAD	5	N-12
FOREST ROAD	6	O-11	HERON VIEW ROAD	4	L-9
FORT POND ROAD	2	P-8	HICKORY HILL TRAIL	2	P-10
FOSTER STREET	6	N-12	HIGH STREET	5	L-11
FOX HILL ROAD	5	M-11	HIGHLAND ROAD	3	K-7
FRANCINE ROAD	4	N-10	HIGHRIDGE WAY	1	S-9
FRASER DRIVE	4	M-9	HILLCREST DRIVE	5	M-11
FREEDOM FARME ROAD	2	O-8	HILLSIDE TERRACE	3	M-8
	1 - 5 ODD		HOMESTEAD STREET	3	M-8
	2 - 4 EVEN		HORSESHOE DRIVE	6	O-12

STREET MAP

STREET MAP

STREET NAME	PRECINCT	INDEX
HOSMER STREET	5	N-12
	103 - 119 ODD	
HOSMER STREET	6	O-11
	3 - 91 ODD	
	2 - 106 EVEN	
HOUGHTON LANE	3	N-8
HUCKLEBERRY LANE	6	O-10
HURON ROAD	3	O-8
INDEPENDENCE ROAD	5	L-12
IRIS COURT	6	P-12
ISSAC DAVIS WAY	6	O-10
JACKSON DRIVE	2	O-9
JAY LANE	1	Q-12
JEFFERSON DRIVE	2	O-9
JENNIFER PATH	1	R-10
JESSE DRIVE	3	N-8
JOHN SWIFT ROAD	2	O-10
JOSEPH REED LANE	4	N-9
JUNIPER RIDGE ROAD	3	M-8
KATE DRIVE	1	R-11
KEEFE ROAD	6	O-13
KELLEY ROAD	4	N-10
KENNEDY LANE	2	N-8
KINGMAN ROAD	3	L-8
KINSLEY LANE	4	M-8
KINSLEY ROAD	4	M-8
KNOWLTON DRIVE	4	N-9
KNOX TRAIL	5	L-13
LADYSLIPPER LANE	1	Q-12
LARCH ROAD	2	P-10
LAUREL COURT	5	M-11
LAWS BROOK ROAD	5	N-12
	1 - 63 ODD	
LAWS BROOK ROAD	6	N-12
	2 - 66 EVEN	
LEDGE ROCK WAY	1	S-11
LEXINGTON DRIVE	5	N-12
LIBERTY STREET	4	L-10
LILAC COURT	5	M-11
LILLIAN ROAD	2	P-7
LINCOLN DRIVE	2	P-9
LISA LANE	5	N-12
LITTLEFIELD ROAD	3	O-7
LONG RIDGE ROAD	2	P-9
LONGFELLOW PARK	6	O-11
LONGMEADOW WAY	1	Q-11
LOOSESTICK WAY	1	R-11
LOTHROP ROAD	4	M-9
MacGREGOR WAY	5	M-11
MacLEOD LANE	3	L-8

STREET NAME	PRECINCT	INDEX
McKINLEY DRIVE	2	P-9
MADDY LANE	5	N-11
MADISON LANE	2	O-9
MAGNOLIA DRIVE	6	P-13
MAILLET DRIVE	5	L-12
MAIN STREET	5	O-10
	3 - 113 ODD	
MAIN STREET	4	M-11
	4 - 312 EVEN	
	123 - 321 ODD	
MAIN STREET	2	O-10
	398 - 650 EVEN	
MAIN STREET	6	R-11
	355 - 641 ODD	
	348 - 378 EVEN	
MAIN STREET	1	R-11
	660 - END	
	655 - END	
MALLARD ROAD	4	N-9
MAPLE STREET	4	L-10
MARIAN ROAD	3	L-8
MARSHALL PATH	1	T-11
MARTIN STREET	4	L-10
MASSACHUSETTS AVENUE	6	N-11
	151 - 299 ODD	
	186 - 222 EVEN	
MASSACHUSETTS AVENUE	3	M-8
	603 - 693 ODD	
	592 - 698 EVEN	
MASSACHUSETTS AVENUE	4	N-9
	310 - 598 EVEN	
	367 - 587 ODD	
MEAD TERRACE	3	M-8
MEADOWS EDGE	1	S-9
MEADOW BROOK ROAD	2	P-10
MEETINGHOUSE ROAD	5	M-12
MERRIAM LANE	5	M-11
MEYER HILL DRIVE	1	R-10
MILBERRY LANE	3	M-8
MILLDAM ROAD	1	S-11
MINOT AVENUE	6	O-10
MINUTEMAN ROAD	2	O-10
MOHAWK DRIVE	3	N-7
MOHEGAN ROAD	3	O-8
MONROE DRIVE	2	O-9
MOSSY LANE	1	R-11
MUSKET DRIVE	2	O-10
MYRTLE DRIVE	6	P-12
NADINE ROAD	4	N-10
NAGOG HILL ROAD	6	Q-9
	1 - 59 ODD	
	12 - 48 EVEN	

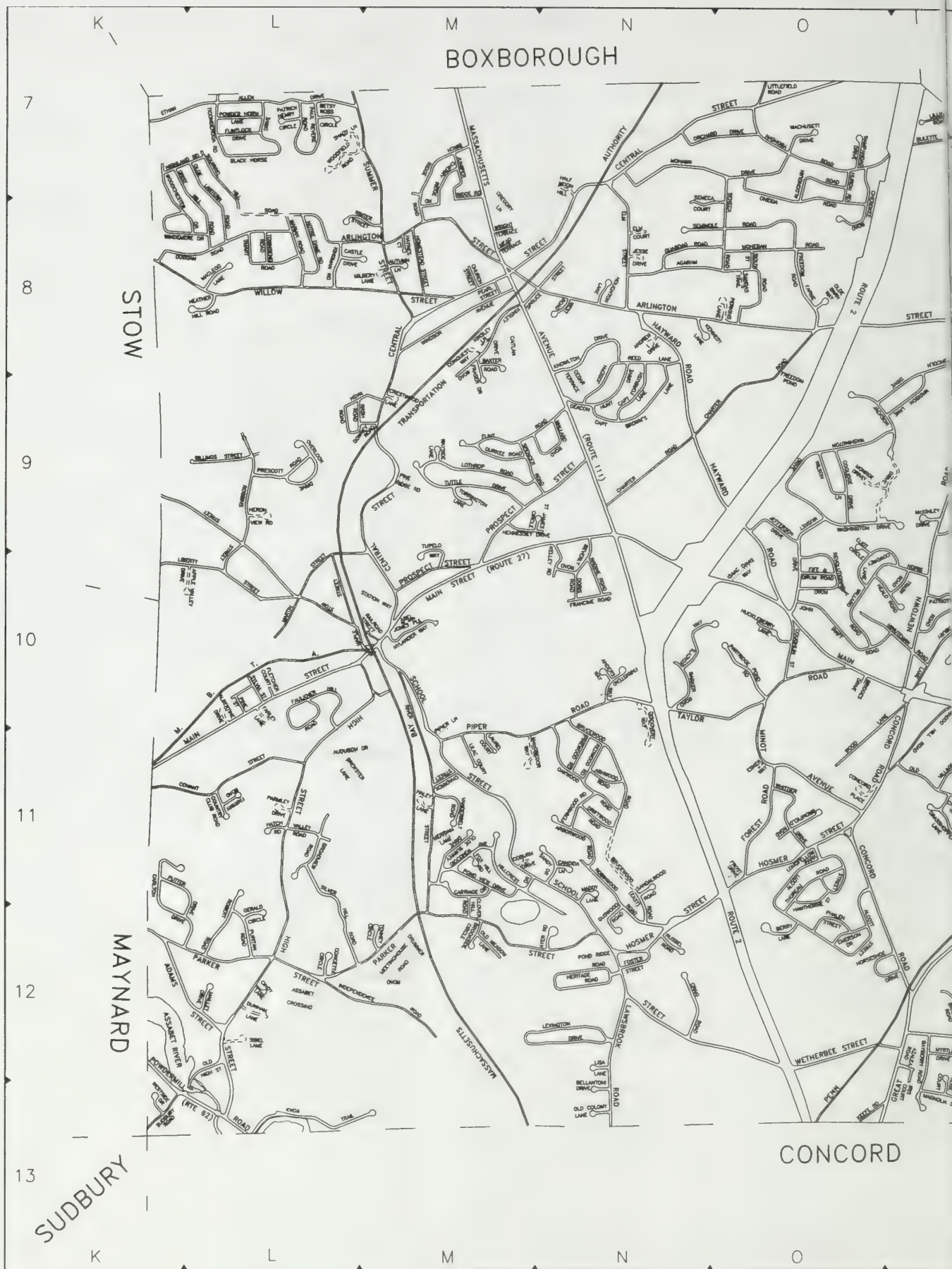
STREET MAP

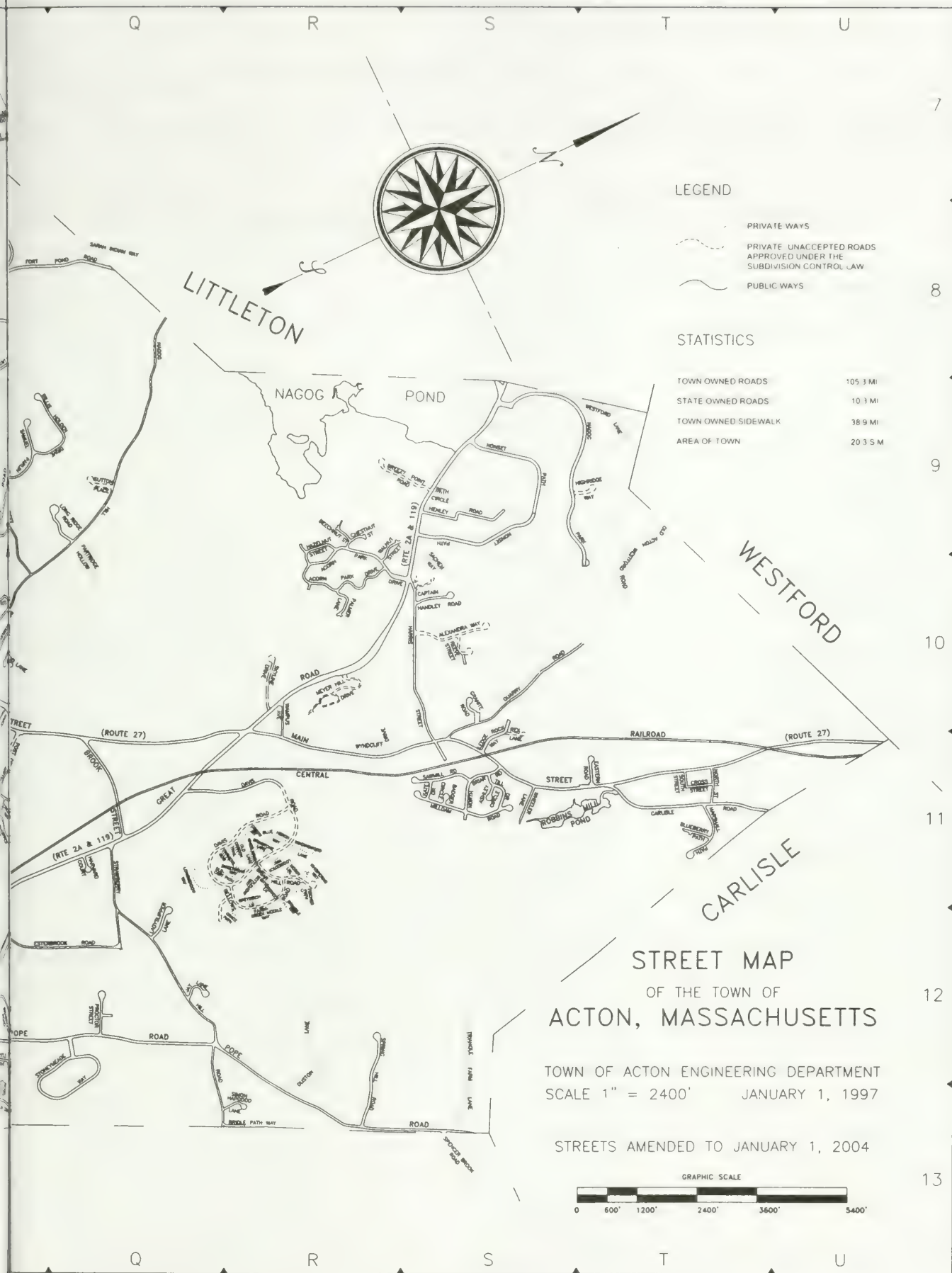
STREET NAME	PRECINCT	INDEX
NAGOG HILL ROAD	2	Q-9
	77 - END	
	74 - END	
NAGOG PARK	1	S-9
NAGOG SQUARE	1	S-9
NASH ROAD	4	L-9
NASHOBA ROAD	3	O-7
NEWTOWN ROAD	2	P-8
NONSET PATH	1	S-9
NORTHBRIAR ROAD	1	S-11
NORTH STREET	1	T-11
NOTRE DAME ROAD	3	L-8
NYLANDER WAY	4	M-10
OAKWOOD ROAD	5	N-12
	1 - 19 ODD	
OAKWOOD ROAD	6	N-12
	2 - 26 EVEN	
	21 - END ODD	
OLD BEAVER BROOK	1	S-9
OLD CART PATH	1	Q-11
OLD COLONY LANE	5	N-13
OLD HIGH STREET	5	L-12
OLD MEADOW LANE	5	M-12
OLD OREGON TRAIL	1	Q-11
OLD STONE BROOK	1	S-9
OLD VILLAGE ROAD	6	P-11
OLDE BARN WAY	2	O-8
OLDE LANTERN ROAD	3	L-8
OLDE SURREY DRIVE	5	M-11
ONEIDA ROAD	3	O-8
ORCHARD DRIVE	3	N-7
OVERLOOK DRIVE	4	L-9
OXBOW DRIVE	1	Q-11
PALMER LANE	2	R-10
PARKER STREET	5	L-12
PARMLEY DRIVE	5	L-11
PARTRIDGE POND ROAD	6	O-10
PARTRIDGE HOLLOW	2	Q-10
PATRICK HENRY CIRCLE	3	L-7
PATRIOTS ROAD	2	P-10
PAUL REVERE ROAD	3	L-7
PEARL STREET	4	M-8
PERKINS LANE	3	N-8
PHALEN STREET	6	O-12
PHEASANT HILL	1	S-9
PHLOX LANE	6	P-12
PINE CONE STRAND	1	S-9
PINE STREET	4	L-10
PINE RIDGE ROAD	4	M-9
PINEWOOD ROAD	6	N-11
PIPER LANE	4	M-11

STREET MAP

STREET NAME	PRECINCT	INDEX
PIPER ROAD	4	M-11
	4 - 96 EVEN	
PIPER ROAD	5	M-11
	1 - 53 ODD	
PIPER ROAD	6	M-11
	63 - 79 ODD	
POND RIDGE DRIVE	5	N-12
POND VIEW DRIVE	5	M-11
POPE ROAD	1	Q-12
	196 - 258 EVEN	
	205 - 249 ODD	
POPE ROAD	6	Q-12
	16 - 190 EVEN	
	3 - 187 ODD	
POST OFFICE SQUARE	2	P-11
POWDER HORN LANE	3	L-7
POWDER MILL ROAD	5	L-13
PRESCOTT ROAD	4	L-9
PROCTOR STREET	6	Q-12
PROSPECT STREET	4	M-10
PURITAN ROAD	5	L-12
PUTNAM ROAD	2	P-10
PUTTER DRIVE	5	K-11
QUABOAG ROAD	3	N-8
QUAIL RUN	1	R-11
QUARRY ROAD	1	S-10
RAILROAD STREET	4	M-10
REDWOOD ROAD	6	N-11
REEVE STREET	1	S-10
REVOLUTIONARY ROAD	2	O-10
REX LANE	1	S-11
RIVER STREET	5	M-11
ROBBINS STREET	4	L-9
ROBERT ROAD	5	L-12
ROBINWOOD ROAD	5	N-11
	1 - 29 ODD	
ROBINWOOD ROAD	6	N-11
	4 - 22 EVEN	
ROSE COURT	6	P-13
ROUTE 2		O-8, O-12
RUSSELL ROAD	6	N-12
SACHEM WAY	1	R-10
SAINT JAMES CIRCLE	4	M-9
SAMANTHA WAY	1	R-10
SAMUEL PARLIN DRIVE	2	P-9
SANDALWOOD ROAD	6	N-11
SANDAS TRAIL	3	O-8
SANDY DRIVE	5	N-11
SARAH INDIAN WAY	2	Q-8
SAWMILL ROAD	1	S-11

STREET MAP			STREET MAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
SCHOOL STREET	4	M-10	TILL DRIVE	1	S-11
	2 - 90 EVEN		TINSDALE DRIVE	1	T-11
SCHOOL STREET	5	M-11	TORRINGTON LANE	4	M-9
	100 - 248 EVEN		TOWNE HOUSE LANE	4	N-10
	3 - 271 ODD		TOWNSEND ROAD	3	L-8
SCHOOL STREET	6	M-10	TRASK ROAD	2	O-10
	285 - 311 ODD		TRIANGLE FARM LANE	1	S-13
	256 - 312 EVEN		TUMBLING HAWK	1	S-9
SEMINOLE ROAD	3	N-8	TUPELO WAY	4	M-10
SENECA COURT	3	N-8	TUTTLE DRIVE	4	M-9
SENECA ROAD	3	N-8			
SETTLEMENT WAY	1	R-11	VALLEY ROAD	5	L-11
SHADY LANE	3	L-7	VANDEBELT ROAD	5	M-11
SIBEL LANE	5	L-12			
SILVER HILL ROAD	5	L-12	WACHUSETT DRIVE	3	O-7
SIMON HAPGOOD LANE	1	Q-13	WALNUT STREET	2	R-10
SIMON WILLARD ROAD	2	O-10	WAMPANOAG DRIVE	3	O-7
SIOUX STREET	3	O-8	WAMPUS AVENUE	1	R-10
SKYLINE DRIVE	2	R-10	WASHINGTON DRIVE	2	O-9
SMART ROAD	3	L-8	WATERSIDE CLEARING	1	S-9
SOUTH STREET	1	T-11	WAYSIDE LANE	4	M-9
SPENCER BROOK ROAD	1	S-13	WEST ROAD	4	N-8
SPENCER ROAD	4	M-9	WESTFORD LANE	1	S-9
SPLIT ROCK	1	S-9	WESTSIDE DRIVE	5	K-12
SPRING HILL ROAD	1	R-12	WETHERBEE STREET	6	O-12
SPRUCE STREET	3	M-9	WHEELER LANE	1	S-11
	30 - 70 EVEN		WHEELWRIGHT LANE	1	R-11
	25 - 75 ODD		WHISPERING WAY	1	R-11
SPRUCE STREET	4	M-8	WHITTIER DRIVE	6	O-11
	10 - 20 EVEN		WILLIS HOLDEN DRIVE	2	P-9
	5 - 11 ODD		WILLOW STREET	3	L-8
SQUIRREL HILL ROAD	3	L-8		5 - 179 ODD	
STACY'S WAY	6	N-10	WILLOW STREET	4	L-8
STATION WAY	4	M-10		28 - 180 EVEN	
STONE MEADE WAY	6	P-12	WILSON LANE	2	O-9
STOW STREET	4	L-10	WINDEMERE DRIVE	3	K-8
STRAWBERRY HILL ROAD	1	Q-12	WINDINGWOOD LANE	1	R-11
	4 - END EVEN		WINDSOR AVENUE	4	M-8
STRAWBERRY HILL ROAD	6	Q-12	WINGATE LANE	6	P-12
	5 - END ODD		WINTER STREET	3	L-8
SUDBURY ROAD	5	K-13	WINTERBERRY PATH	1	R-11
SUMMER STREET	4	M-8	WOOD LANE	6	O-11
	8 - 20 EVEN		WOODBURY LANE	2	P-10
	13 - 23 ODD		WOODCHESTER DRIVE	3	K-8
SUMMER STREET	3	M-8	WOODFIELD ROAD	3	L-7
	33 - END		WRIGHT TERRACE	3	M-8
SUTTON PLACE	2	Q-9	WYNDCLIFF DRIVE	1	R-11
SWEETBRIAR WAY	1	Q-11			
SYLVIA STREET	4	L-10			
TAYLOR ROAD	6	O-10			
TENNEY CIRCLE	5	M-12			
THOREAU ROAD	6	D-11			
TICONDEROGA ROAD	3	L-7			





The Town maintains electronic mail ("E-mail") distribution groups for all Boards, Committees and Commissions, as well as Departments. Such groups are commonly referred to as "shells."

E-mails sent to shells are automatically forwarded to all members of the group who have provided their e-mail address to the Town.

Using e-mail does not satisfy Open Meeting Law requirements (Massachusetts General Laws, Chapter 39, Section 23B). Please direct questions regarding this law to the Town Clerk.

To use a shell, send your e-mail to the address listed in the right-hand column of this table. When replying to an e-mail sent to a shell, it is recommended that you use the "Reply to All" function of your e-mail program so that all members are copied on your reply.

Acton Community Housing Corporation	achc@acton-ma.gov
Acton Leadership Group	alg@acton-ma.gov
Acton-Boxborough Cultural Council	abcc@acton-ma.gov
Appeals, Board of	boa@acton-ma.gov
Assessor Department	assessor@acton-ma.gov
Assessors, Board of	bas@acton-ma.gov
Building Department	building@acton-ma.gov
Cable Advisory Committee	cac@acton-ma.gov
Cemetery Department	cemetery@acton-ma.gov
Citizens' Library Department	wacl@acton-ma.gov
Clerk Department, Town	clerk@acton-ma.gov
Collector Department	collector@acton-ma.gov
Commission on Disability	cod@acton-ma.gov
Community Preservation Committee	cpc@acton-ma.gov
Conservation Commission	conscom@acton-ma.gov
Council on Aging	coa@acton-ma.gov
Council on Aging Department (Senior Center)	seniorcenter@acton-ma.gov
East Acton Village Planning Committee	eav@acton-ma.gov
Economic Development Committee	edc@acton-ma.gov
Emergency Management Agency, Acton	ema@acton-ma.gov
Engineering Department	engineering@acton-ma.gov
Fair Housing Committee	fhc@acton-ma.gov
Finance Committee	fincom@acton-ma.gov
Finance Department	finance@acton-ma.gov
Fire Department	fire@acton-ma.gov
Hanscom Field Advisory Committee	hfac@acton-ma.gov
Health Department	health@acton-ma.gov
Health, Board of	boh@acton-ma.gov
Highway Department	highway@acton-ma.gov
Historic District Bylaw Study Committee	hdbsc@acton-ma.gov
Historic District Commission	hdc@acton-ma.gov
Historical Commission	hc@acton-ma.gov
Human Resources Department	hr@acton-ma.gov
Information Technology Department	it@acton-ma.gov
Joint Technology Advisory Committee	jtac@acton-ma.gov
Land Stewardship Committee	lsc@acton-ma.gov
Manager Department, Town	manager@acton-ma.gov
Memorial Library Department	library@acton-ma.gov
Metropolitan Advisory Planning Council	mapc@acton-ma.gov
Municipal Properties Department	mp@acton-ma.gov
Natural Resources Department	nr@acton-ma.gov
Nursing Department	nursing@acton-ma.gov
Open Space and Recreation Committee	osrc@acton-ma.gov
Outdoor Lighting Advisory Committee	olac@acton-ma.gov

Parking Clerk	parkingclerk@acton-ma.gov
Personnel Board	peb@acton-ma.gov
Planning Board	pb@acton-ma.gov
Planning Department	planning@acton-ma.gov
Police Department	police@acton-ma.gov
Public Ceremonies Committee	pcc@acton-ma.gov
Public Safety Facilities Building Committee	psfbc@acton-ma.gov
Recreation Commission	reccom@acton-ma.gov
Recreation Department	recreation@acton-ma.gov
School Committee, Acton-Boxborough Regional	abrsc@acton-ma.gov
School Committee, Acton Public	apsc@acton-ma.gov
Selectmen, Board of	bos@acton-ma.gov
Senior Taxation Aid Committee	stac@acton-ma.gov
South Acton Revitalization Committee	sarc@acton-ma.gov
Town Report Committee	trc@acton-ma.gov
Transportation Advisory Committee	tac@acton-ma.gov
Treasurer's Advisory Committee	trac@acton-ma.gov
Volunteer Coordinating Committee	vcc@acton-ma.gov
Wastewater Advisory Committee	wac@acton-ma.gov

TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the office of the Town Manager at the Acton Town Hall.

(Please print or type)

Date: _____

Mr/Mrs.
Ms/Dr. Last Name _____ First Name _____ Middle Initial _____
Street Address _____ Home Phone _____ Email _____

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee, or Commission,

which is of interest to you:

- 1) _____
- 2) _____
- 3) _____

Have you been a member of a Board, Committee, or Commission previously (either in Acton or elsewhere)? If you have, please

list name(s) and dates (approx):

Do you have any time restrictions? _____

How long have you lived in Acton? _____ in Massachusetts? _____

Are you a US citizen? _____

Present occupation and employer? (optional-attach resume) _____

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? _____

Education or special training _____

Please list below any additional information or comments which may help in the matching of your interests with the most appropriate Board/Committee, such as a civic experience, special interest/hobbies, etc.: _____

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton-Boxborough Arts Council
Aging, Council on
Appeals, Board of
Assessors, Board of
Cable Advisory Committee
Cemetery Commission
Commission on Disability
Conservation Commission
Fair Housing Committee
Finance Committee
Volunteer Coordinating Committee

Historic District Commission
Historical Commission
Metropolitan Advisory Planning Council
Minuteman Home Care
Minuteman Vocational School Representative
Planning Board
Prison Advisory Board
Public Ceremonies Committee
South Acton Revitalization Committee
Town Report Committee
Health, Board of

Thank you. If you have any questions or would like more information, please contact a member of the Volunteer Coordinating Committee (you can find out who the current members are by calling the Town Manager's office at Town Hall, 978-264-9612). The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC INTERVIEW

Applicant called: date/by _____

Schedule date/time _____

VCC Recommendation: Date _____

Board(s) _____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

BOS/TMgr/TMod _____

[] No openings at this time _____

APPOINTING BODY: BOS/Mgr/TMod

Interview Date: _____

Appointed: Date _____

to: Board _____

Term _____

NOTIFICATION OF APPOINTMENT

Date Received by VCC _____

Notification by the VCC _____

Date committee notified _____

Date applicant notified _____

AT YOUR SERVICE

EMERGENCIES

Call 911 to save a life, report a fire, or stop a crime. Give your name, address and phone number. For other calls, use the business number of the appropriate department.

For questions concerning:	Call:	Telephone
Animal Inspection	Animal Inspector	263-4979
Assessments	Board of Assessors	264-9622
Bills and Accounts	Town Accountant	264-9621
Births, Deaths, and Marriages	Town Clerk	264-9615
Building Commissioner		264-9632
Cemeteries	Cemetery Department	264-9644
Civil Defense	Director of Civil Defense	264-9655
Conservation	Conservation Office	264-9631
Dog Problems (see Licenses)	Dog Officer	264-9638
Education Information	School Superintendent's Office	264-4700
Elderly Affairs	Council on Aging	264-9643
	Minuteman Home Care	263-8720
	Public Health Nursing Service	264-9653
Elections, Voting and Registration	Town Clerk	264-9615
Engineering	Town Engineer	264-9628
Fire (Business and Permits)	Fire Department	264-9645
Garbage and Refuse	Board of Health	264-9634
Hazardous Materials	Board of Health	264-9634
Health and Sanitation	Board of Health	264-9634
Highways and Streets	Highway Department	264-9624
Home Nursing	Public Health Nursing Service	264-9653
Housing	Housing Authority	263-5339
Libraries	Acton Memorial Library	264-9641
	Citizen's Library of West Acton	264-9652
	T.D.D. (for the deaf)	635-0072
Licenses		
Dog, Fishing, Hunting	Town Clerk	264-9615
Mental Health	Mental Health Assoc. of Central Middlesex	369-7715
Permits		
Blasting	Fire Department	264-9645
Building	Building Inspector	264-9632
Food Service	Board of Health	264-9634
Heating	Fire Department	264-9645
Historic Districts Certificate	Building Department	264-9632
Oil Burner	Fire Department	264-9645
Outdoor Burning	Fire Department	264-9645
Plumbing	Building Department	264-9632
Sewage	Board of Health	264-9634
Smoke Detector	Fire Department	264-9645
Wiring	Building Department	264-9632
Zoning	Zoning Enforcement Officer	264-9636
Planning	Planning Department (Fair Housing)	264-9636
Police Business	Police Department	264-9638
Recreation	Town Hall	264-9608
Selectmen	Town Hall	264-9611

For questions concerning:

Street Lights
 Street Trees
 Tax Collections
 Town Finances
 Town Manager
 Train Service
 Transfer Station/Recycle Center
 Veterans' Services
 Water Problems
 Welfare
 Wire Inspection
 Zoning
 Zoning Appeals

Call:

Municipal Properties
 Municipal Properties
 Treasurer and Collector
 Treasurer
 Town Hall
 Boston and Maine
 Highway Department
 Veterans' Agent
 Water District
 Welfare Department
 Wire Inspector
 Zoning Enforcement Officer
 Board of Appeals

Telephone

264-9629
 264-9629
 264-9617
 264-9617
 264-9612
 800-392-6100
 264-9624
 264-9617
 263-9107
 978-893-0146
 263-9632
 264-9636
 264-9632

Schools

Switichboard Calls (7 a.m. - 4 p.m.) 264-4700
 Acton-Boxborough Regional High School 264-4700
 Acton-Boxborough Regional Junior High School 264-4700
 Community Education Office 266-2525
 Conant School 266-2550
 Douglas School 266-2560
 Gates School 266-2570
 McCarthy-Towne School 264-4700
 Merriam School 264-4700
 Central Office (all schools) 264-4700
 Community Education at High School 264-4700 x 403
 Community Education at Junior High School 264-4700 x 304
 Athletic Office 264-4700 x 420
 Field Office 264-4700 x 423
 Extended Day Programs 264-4700 x 245
 Acton-Boxborough Regional High School 264-4700 x 409
 Acton-Boxborough Junior High School 264-4700 x 309

School Nurse**Night Calls****Special Calls****Custodian****REGULARLY SCHEDULED MEETINGS****Meeting Times Can Be Checked By Calling Town Clerk's Office**

Acton Finance Committee	Tuesday 7:30 PM	Town Hall
Acton Historical Commission	2nd Wednesday 8 PM	Town Hall
Acton Housing Authority	1st & 3rd Monday 7:30- PM	68 Windsor Ave., West Acton
Acton Memorial Library Trustees	4th Monday 7:30 PM	Conference Room
Board of Appeals	As Posted	Town Hall
Board of Assessors	1st Wednesday 6 PM	Town Hall
Board of Health	2nd & 4th Monday 7:30 PM	Town Hall
Board of Selectmen	Every other Monday As Posted 7:00 PM	Town Hall
Cable Advisory	As Posted	
Cemetery Commission	2nd Tuesday 2 PM	Woodlawn Com.
Citizens' Library	3rd Thursday 7:30 PM	Citizens' Library, West Acton
Commission on Disability	2nd Wednesday 7 PM	Town Hall
Community Housing	1st & 3rd Thursday 7 AM	Town Hall
Conservation Commission	1st & 3rd Wednesday 7:30 PM	Town Hall
Council on Aging	2nd Wednesday (except August) 7:30 PM	Senior Center, Audubon Drive
Historic District Commission	1st & 3rd Monday 7:30 PM	Town Hall
Planning Board	2nd & 4th Tuesday 7:30 PM	Acton Memorial Library;
Recreation Commission	4th Tuesday 7:30 PM	Town Hall
School Committee - Local	As Posted	Junior High Library
School Committee - Regional	As Posted	High School Library
Transportation	2nd Tues. 7:30 PM	Town Hall
Volunteer Coordinating Committee	2nd & 4th Monday 7:30 PM	Town Hall
Water Commissioners	2nd & 4th Monday 7:30 PM	Whitcomb Station, 693 Mass. Ave.

TOWN OF ACTON



Acton (Mass.)
Annual reports, Town of
Acton, Massachusetts

2005

ANNUAL TOWN REPORT

Acton

Incorporated as a Town:	July 3, 1735
Type of Government:	Town Meetings ~ Selectmen/Town Manager
Location:	Eastern Massachusetts, Middlesex County, bordered on the east by Carlisle and Concord, on the west by Boxborough, on the north by Westford and Littleton, on the south by Sudbury, and the southwest by Stow and Maynard.
Elevation at Town Hall:	268' above mean sea level
Land Area:	Approximately 20 square miles

Population:	Year	Persons
	1950	3,510
	1960	7,238
	1970	14,770
	1980	19,000
	1990	18,143
	2000	20,331
	2001	19,789
	2002	19,842
	2003	19,916
	2004	19,847

IN MEMORIAM



ALICE (MICKI) WILLIAMS

School Committee, School Building Committee,
Kelley's Corner Committee,
East Acton Village,
President League of Women Voters-Acton Area,
Acton Boxborough United Way Director, Discovery Museums



RAYMOND (RAY) SHAMEL

Trustee, Acton Memorial Library,
Founder & Conductor of Acton's Christmas Carol Sing,
Founding Member Acton Historical Society

DONALD NYLANDER

Town Accountant

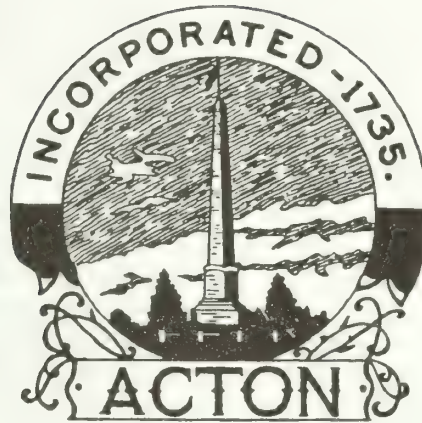
RICHARD GALLANT

Call Lt. Firefighter, West Acton

COVER PICTURE:
CROWN RESISTANCE DAY OPENING CEREMONY WITH
ACTON MINUTEMEN COLOR GUARDS

For Reference

**2005
Annual
Reports**



**Town of
Acton,
Massachusetts**

**Two Hundred and Sixty-Eighth Municipal Year
for the year ending December 31, 2005**

Ref
974.44
A1112

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ADMINISTRATIVE SERVICES

BOARD OF SELECTMEN

The Board of Selectmen is extremely grateful for the support it has received from the citizens of Acton and from the many volunteer boards and committees working tirelessly to effect the wishes and goals of the people of Acton. The Board also recognizes and appreciates the efforts of the Town's employees in the administration and management of the Town.

In 2005 the citizens of Acton responded positively to a request from the Town's leadership for a Proposition 2½ operating override. The Board of Selectmen, together with the School Committees and the Finance Committee, supported approval of a \$3.8 million override to maintain services. However, an additional override request of \$700,000 earmarked to fund much needed back-logged capital projects was not approved. Subsequently, a capital committee was formed to develop a plan to prioritize and seek funding mechanisms for these capital requirements. The Town's leadership has worked hard this year to keep its commitment to cost control and efficiency in government, and will continue the development of a multi-year plan of expected revenues and expenses.

In October, the Board of Selectmen convened its second annual "State of the Town" meeting to hear citizens' concerns and comments about the Town's financial situation, as well as two other selected topics: the role of volunteers in town government and the role of commercial development in the town. The relatively brief discussion about volunteers led to a number of citizens stepping forward to volunteer on various committees. The Board of Selectmen thanks all of you who have volunteered and those who continue to do so. The discussion on commercial development reaffirmed the Townpeople's support of the Master Plan and the village concepts as they relate to commercial development. The Selectmen believe this meeting was as useful as the prior year's meeting and it is anticipated that the State of the Town forum will be repeated in future years.

The membership of the Board of Selectmen underwent a significant change. Trey Shupert stepped down as Selectman due to his impending move to Maryland, and Lauren Rosenzweig, former Planning Board member, was elected and Doré Hunter was re-elected to the Board in March. In the Board's annual reorganization after Town Meeting, Doré Hunter stepped down as Chairman and I was elected to succeed him, my second time as Chairman. Walter Foster was elected as Vice Chairman. Bob Johnson continued on as the Clerk of the Board; however in July, Bob announced that he would resign from the Board for personal reasons. Bob had provided much support to the Board, especially on sewers, open space, and conservation issues. Under the law, the Board could decide to hold a special election to fill Bob's seat, but chose not to do so since this seat would be up for election in the following March. A citizen's petition, however, required

the Board to hold a special election that was held in December. Andy Magee was elected in the special election to serve a term of slightly over three months.

The winter and spring of 2005 saw the completion of the new Public Safety Facility and the building was occupied in late February. It is clear that this facility was well designed, well built, and will serve the public for a very long time. The project came in on budget, and also benefited from some important community contributions, the most substantial of which was the construction of a Life Flight Helicopter landing pad behind the building. The building was officially dedicated in October, at which time the public had an opportunity to see the inner workings of the state-of-the-art facility. The Selectmen dedicated the facility to Selectman Doré Hunter for his longstanding commitment to public safety and his over 30 years commitment to the Town and citizens of Acton.

The spring also witnessed considerable discussion over a proposal from a developer to build a Home Depot and a supermarket on the site of the landfill adjacent to the transfer station. This proposal stemmed from the Life After NESWC Committee's attempts to ascertain a value for the landfill. However, public opposition to the proposal and recognition that Town Meeting would not support the required zoning changes necessary to the project, forced the developer to withdraw the proposal. In the fall the Town learned that, contrary to prior communications from the state Department of Environmental Protection (DEP), DEP now considered the landfill to be fully capped, thus saving the Town several million dollars in planned expenses to cap the landfill.

Several affordable housing proposals based on MGL Chapter 40B were received, and a long drawn out controversy concerning the "Woodlands" 40B project on the Acton-Westford line behind Nagog Park Drive was amicably settled. The developer has agreed to provide partial funding for a new fire station in North Acton that will greatly improve otherwise poor response times to that area. In response to a number of other 40B projects, the Selectmen and the Planning Board worked together to draft a Comprehensive Permit Policy to communicate to developers and others the Town's preferences for housing developed under Chapter 40B. This was an outgrowth of the "To Live in Acton" report that outlined various housing and growth strategies for the Town.

The EPA issued its final draft plan for the clean-up of the W.R. Grace site which caused considerable concern and debate during the summer. The draft plan was subsequently revised in response to comments from the Town, the Water district, the Acton Citizens for Environmental Safety (ACES), and other concerned citizens. While not optimal, the revised final plan goes further in requiring clean-up of the site, particularly in the northeast quadrant where the plume of underground contami-

nation has been moving. The Town continues to litigate with Grace over how the Middle Fort Pond Brook Sewer District betterments were derived, as well as other issues. The Town and Grace's various lawyers have been discussing the possibility of gathering all the claims, and Town's defenses, into a non-binding mediation process in an attempt to bring finality to the matter. The Town continues to vigorously defend against Grace's claims, which could have a financial impact on the residents in the Sewer District.

In the fall, the Selectmen and a number of citizens traveled to the state house to lobby the General Court in support of the home rule petition passed at April Town Meeting that would enable us to provide a greater level of property tax relief to seniors. The legislature failed to act on the Town's petition, instead substituting its own state-wide plan for broadening senior tax relief. The state plan did ultimately become law, and although helpful, we were disappointed that it does not go as far as our

Home Rule Petition would have gone. The Town's leadership continues to work constructively to increase state aid to the town as a means to keep property tax increases in check.

The Town's leadership developed a proposal for reforming Ch. 70 aid to education that would greatly relieve our significant budgetary shortfall. The creative work and energy displayed not only by the Town's leadership, but also by its citizens lobbying for these changes, demonstrates the resolve and willingness to work together to make Acton a better place to live. As we move forward into 2006, there is some light at the end of the tunnel in terms of budgetary constraints, as there are indications that state aid will rebound from the severe cuts experienced over the last several years. The Board of Selectmen remain optimistic that as long as we work together as a community we can best serve the interests of all our citizens while remaining extremely mindful of the difficulties created by the pressure placed on our property taxes.

Peter Ashton

SELECTMAN HISTORY 1950 to 2005

Supplement to the 1735 to 1950 Table of Selectmen in Harold R. Phalen's *History of Town of Acton* (1954)

1950	Lawrence Donnelly	Arthur W. Lee	George S. Braman
1951	Lawrence Donnelly	Arthur W. Lee	George S. Braman
1952	Lawrence Donnelly	Arthur W. Lee	George S. Braman
1953	Lawrence Donnelly	Arthur W. Lee	George S. Braman
1954	Carl A. Christofferson	Leo C. Cunningham	Frederick W. Abbt
1955	Charles D. MacPherson	Leo C. Cunningham	Frederick W. Abbt
1956	Charles D. MacPherson	Leo C. Cunningham	Frederick W. Abbt
1957	Charles D. MacPherson	Leo C. Cunningham	Martin S. Meigs, Jr.
1958	Charles D. MacPherson	Leo C. Cunningham	Martin S. Meigs, Jr.
1959	Charles D. MacPherson	Lawrence Donnelly	Martin S. Meigs, Jr.
1960	Charles D. MacPherson	Lawrence Donnelly	Arthur W. Lee
1961	Charles D. MacPherson	Lawrence Donnelly	Arthur W. Lee
1962	Charles D. MacPherson	Lawrence Donnelly	Arthur W. Lee
1963	Charles D. MacPherson	Lawrence Donnelly	Arthur W. Lee
1964	John H. Loring	Lawrence Donnelly	Warren F. Birch
1965	John H. Loring	Mary K. Hadley	Warren F. Birch
1966	John H. Loring	Mary K. Hadley	Warren F. Birch
1967	John H. Loring	Mary K. Hadley	William C. Sawyer
1968	John H. Loring	Vincent M. Russo	William C. Sawyer

Board Expanded to Five Selectmen

1969	John H. Loring	Vincent M. Russo	William C. Sawyer	Charles D. MacPherson	Paul H. Lesure
1970	John H. Loring	Vincent M. Russo	William C. Sawyer	William L. Chipman	Paul H. Lesure
1971	Paul R. Nyquist	Alfred F. Steinhauer	William C. Sawyer	William L. Chipman	Paul H. Lesure
1972	Paul R. Nyquist	Alfred F. Steinhauer	William C. Sawyer	Stephen G. Lewis	Paul H. Lesure
1973	Paul R. Nyquist	Alfred F. Steinhauer	William C. Sawyer	Stephen G. Lewis	Paul H. Lesure
1974	Joan N. Gardner	Alfred F. Steinhauer	William C. Sawyer	Stephen G. Lewis	Julia D. Stevens
1975	Joan N. Gardner	Alfred F. Steinhauer	John H. Loring	Stephen G. Lewis	Julia D. Stevens
1976	Joan N. Gardner	Alfred F. Steinhauer	John H. Loring	Stephen G. Lewis	Julia D. Stevens

1977	Joan N. Gardner	Alfred F. Steinhauer	John H. Loring	Stephen G. Lewis	Julia D. Stevens
1978	Joan N. Gardner	Alfred F. Steinhauer	Joyce E. Foley	Frederick S. Kennedy (died)	Julia D. Stevens
1979	Joan N. Gardner	Alfred F. Steinhauer	Joyce E. Foley	Stanton J. Collins, Jr.	Hayden Duggan
1980	Joan N. Gardner	Gregory Jarboe	Joyce E. Foley	Stanton J. Collins, Jr.	Hayden Duggan
1981	Joan N. Gardner	Gregory Jarboe	Pamela P. Resor	Stanton J. Collins, Jr.	Nancy C. Howe
1982	Joan N. Gardner	Gregory Jarboe	Pamela P. Resor	Donald R. Gilberti	Nancy C. Howe
1983	John E. Ormsbee	Gena Manalan	Pamela P. Resor	Donald R. Gilberti	Nancy C. Howe
1984	John E. Ormsbee	Gena Manalan	Pamela P. Resor	Donald R. Gilberti	F. Dore' Hunter
1985	John E. Ormsbee	Gena Manalan	Pamela P. Resor	Donald R. Gilberti	F. Dore' Hunter
1986	William F. Weeks	Charles A. Kostro, Jr	Pamela P. Resor	Donald R. Gilberti	F. Dore' Hunter
1987	William F. Weeks	Charles A. Kostro, Jr	Nancy E. Tavernier	Donald R. Gilberti	F. Dore' Hunter
1988	William F. Weeks	Charles A. Kostro, Jr	Nancy E. Tavernier	Donald R. Gilberti	F. Dore' Hunter
1989	William F. Weeks	Norman D. Lake	Nancy E. Tavernier	Donald R. Gilberti	F. Dore' Hunter
1990	William F. Weeks	Norman D. Lake	Nancy E. Tavernier	Donald R. Gilberti	F. Dore' Hunter
1991	(resigned)	Norman D. Lake	Nancy E. Tavernier	Anne B. Fanton	F. Dore' Hunter
1992	William C. Mullen	Norman D. Lake	Nancy E. Tavernier	Anne B. Fanton	F. Dore' Hunter
1993	William C. Mullen	Norman D. Lake	Nancy E. Tavernier	Anne B. Fanton	F. Dore' Hunter
1994	William C. Mullen	Norman D. Lake	Nancy E. Tavernier	Wayne L. Friedrichs	F. Dore' Hunter
1995	William C. Mullen	Herman Kabakoff	Nancy E. Tavernier	Wayne L. Friedrichs	F. Dore' Hunter
1996	William C. Mullen	Herman Kabakoff	Nancy E. Tavernier	Wayne L. Friedrichs	F. Dore' Hunter
1997	William C. Mullen	Herman Kabakoff	Nancy E. Tavernier	Wayne L. Friedrichs	F. Dore' Hunter
1998	Peter K. Ashton	Herman Kabakoff	Nancy E. Tavernier	Wayne L. Friedrichs	F. Dore' Hunter
1999	Peter K. Ashton	Herman Kabakoff	William H. Shupert	Wayne L. Friedrichs	F. Dore' Hunter
2000	Peter K. Ashton	Herman Kabakoff	William H. Shupert	Pam Harting-Barrat	F. Dore' Hunter
2001	Peter K. Ashton	Walter M. Foster	William H. Shupert	Pam Harting-Barrat	F. Dore' Hunter
2002	Peter K. Ashton	Walter M. Foster	William H. Shupert	Pam Harting-Barrat	F. Dore' Hunter
2003	Peter K. Ashton	Walter M. Foster	William H. Shupert	Robert A. Johnson	F. Dore' Hunter
2004	Peter K. Ashton	Walter M. Foster	William H. Shupert	Robert A. Johnson	F. Dore' Hunter
2005	Peter K. Ashton	Walter M. Foster	Lauren Rosenzweig	Robert A. Johnson (resigned)	
				Andrew D. Magee	F. Dore' Hunter

Notes:

First female Selectman was Mary K. Hadley (1965-1967). Subsequent female Selectmen have been Joan N. Gardner (1974-1982), Julia D. Stevens (1974-1978), Joyce E. Foley (1978-1980), Pamela P. Resor (1981-1986), Nancy C. Howe (1981-1983), Gena Manalan (1983-1985), Nancy Tavenier (1987-1998), Anne B. Fanton (1991-1993), Pam Harting-Barrat (2000-2002), and Lauren Rosenzweig (2005 to date).

COL Francis Faulkner was longest serving Selectman (1760-1796) and was at same time the Town Clerk

CDR F. Dore' Hunter is second longest serving Selectman (1984 to date) Commenced 8th term in April 2005

Third longest continuous service were Nancy Tavernier, 4 terms, 12 years, from 1987 to 1999 and Arthur W. Lee, 12 years from 1942 to 1954.

If Daniel J. Wetherbee (1894-1899) and Daniel James Wetherbee (1878-1885) was the same individual, he served a total of 14 years discontinuously.

If J. K. W. Wetherbee (1863-1869) and Jona K. W. Wetherbee (1884-1887) was the same individual, he served a total of 11 years discontinuously.

Note that the war time and immediate post war years for three major conflicts, Civil War, WWI & WWII, all saw the same set of Selectmen in office for prolonged periods.

TOWN MANAGER'S REPORT

Numerous events at the local, state, national and international levels impacted Acton citizens and Town government during 2005. In looking back I am reminded of:

Hurricane Katrina

As part of my report last year, I wrote:

"We must have safe communities. We must be able to walk our streets without fear. We must be confident someone will be there if we need emergency medical or fire services. We must be able to trust that roadways will be passable and safe during and after winter storms. We must be confident that restaurants are clean and safe."

I wrote these words to portray some of the fundamental expectations of a civilized society. In a few short hours, Katrina dramatized - in ways I could never have written - the importance of adequate attention to public services and infrastructure. In addition to the local and national outpouring of help and support for the victims of Katrina, Acton's Town government sent two of our staff to New Orleans to directly aid the victims. One went as part of an Emergency Search and Rescue Team from Massachusetts and one went as part of the military peace-keeping efforts that followed the storm.

Iraq and Afghanistan

Acton continues to send our residents and staff to support US military efforts in Iraq and Afghanistan. During the course of the year we had two staff members called-up or on active duty in that part of the world.

Fiscal Issues

We began 2005 with a bleak budgetary outlook. Like most other communities in the state, we had weathered a number of years of stagnant or declining revenues and the economic picture for the region did not hold any promise of relief. Even in this difficult environment, Acton voters once again went to the polls at the Annual Town Election and approved an Operating Override for Fiscal Year 2006 that allowed the Town and Schools to at least maintain service levels for another year, adding no new equipment or additional services to our operations, with the hope that the economy would soon turn around. We deeply appreciate this vote of confidence and assure you that we will continue to do everything in our power to justify your trust. By the close of calendar 2005 there were signs that we were, indeed, experiencing some fiscal improvement, especially at the state level. As we move into 2006 we are continuing to watch the forecasts carefully but, for the first time in years, there is a glimmer of hope.

Public Safety Facility

We occupied our new Public Safety Facility in the early spring. We are exceedingly proud of this building and the efficiencies it brings to our Public Safety operations. The new combined police and fire dispatch center is arguably one of the finest in the Commonwealth, combining state-of-the-art technology, architecture and furnishings. The Emergency Operations Center constructed as part of this new facility was designed to provide instant access and communications between all disciplines and agencies involved in any emergency. For efficiency, this room was designed to double as an excellent training/lecture hall and community meeting room. Even the outside of the facility was designed to provide additional public safety features that were not previously available anywhere in the vicinity. Through the generous efforts and donations of many local citizens and businesses, we were able to incorporate a permanent helicopter landing pad to provide safe, efficient medical evacuation capabilities directly from the Public Safety Facility site. We invite you to come by and see this facility sometime. We are proud of it and we know you will be too.

NESWC

In September, after 20 agonizing years, the contract known as "NESWC" (North East Solid Waste Committee) that the state wrote and pushed Acton and other communities into in the mid-80's, finally ended. Over the course of these years, this contract cost Acton millions of dollars more than necessary for the disposal of trash. We are thankful this contract is finally over.

Special Election for Selectman

We were saddened by the resignation of Selectman Bob Johnson last summer and we wish him the very best. Near the end of the calendar year, the Selectmen received a petition for a Special Election to fill the seat Mr. Johnson vacated. The election was called and Andrew Magee was elected to fill the seat. We welcome Selectman Magee and look forward to working with him.

Middlesex Retirement System

Throughout the course of the year Acton continued to pursue reform of the Middlesex Retirement System. Finally, after being "the voice in the wilderness" for over three years, we were vindicated somewhat this year by reports from both the Public Employees Retirement Administration Commission (PERAC) and the Inspector General. Both agencies conducted independent investigations of the Middlesex Retirement System and both reported significant irregularities in the operation of this massive retirement system.

State of the Town

The Selectmen convened the second annual State of the Town meeting this fall and, again, the meeting was a rousing success. This is an opportunity for an informal dialogue between the citizens of Acton and the major boards and committees. Residents are encouraged to watch for notice of the third annual State of the Town this coming fall and participate if you are able. This is an excellent opportunity to have your voice heard on a number of topics.

I remain deeply honored to serve as Town Manager in such an outstanding community. Thank you for the opportunity and for your continued support.

Respectfully submitted,

Don P. Johnson, Town Manager

VOLUNTEER COORDINATING COMMITTEE (VCC)

The Volunteer Coordinating Committee (VCC) works for the Board of Selectmen, Town Manager and Town Moderator to help staff Town boards. During 2005, approximately 150 people served as volunteers on Town boards or committees. The VCC interviewed 26 committee candidates to fill openings. We monitor the status of committee membership and recommend reappointment of members who are eligible and wish to serve additional terms.

Acton is fortunate to have an active and dedicated volunteer force serving on approximately 28 volunteer boards of town government. Some examples are the Board of Health, Conservation Commission, Historical Commission and the Planning Board.

Acton's volunteer boards contribute thousands of hours of valuable and much appreciated service to the Town. We encourage anyone who is interested in serving on any Town committee to fill out a volunteer application. Applications are available at Town Hall, the Libraries and in the Town Report.

Nancy Whitcomb, Chairman
Giorgio Bruschi
Jean Schoch
Efi Papadopoulos

TOWN REPORT COMMITTEE

The Town Report committee is responsible for the publication of the Annual Town Report. This involves notifying and collecting the individual components, proofing the items before and after they are sent to the printer and serving as a liaison with the printer to ensure that an accurate and complete as possible Town Report is prepared.

As has been true for recent years, Ann Chang and Christine Joyce have carried the main responsibility for this year's report. Particular thanks are given to Christine for her attention and support throughout all the steps in this process. We would like to thank all those boards and committees who got their reports in before the January 15 deadline. Cooperation on meeting the deadlines makes everyone's job easier, including the printer's.

We thank Belle Choate and Theodore Jarvis for supplying the photographs taken on Crown Resistance Day; Nancy Tavernier for one of the latest new additions to affordable housing in Acton and both the Williams and Shammel families for their pictures of two very dedicated citizen-volunteers; citizens who will be deeply missed.

Ann Chang
Mildred Jarvis
Christine Joyce

FINANCIAL MANAGEMENT SERVICES

BOARD OF ASSESSORS

The Town's tax base grew by more than \$213 million in valuation from FY04. This was due to new construction and a town wide reassessment program, reflective January 1, 2004. At the annual classification hearing, the Board of Selectman voted a uniform tax rate of \$13.81.

Fiscal Year 2005

Valuation Summary

Property Class	Valuation	% of Total
Residential	3,103,206,201	87.6%
Commercial	287,130,825	8.1%
Industrial	98,745,115	2.8%
Personal Property	53,163,636	1.5%
Total Taxable Value	3,542,254,777	100%

The Board of Assessors regular scheduled meetings are on the first Wednesday of each month at 6:00 P.M. in the Town Hall. Additional meetings are held as needed. Dates and times are posted 48 hours in advance.

Tax Rates

Residential	Com/Ind/PP
13.81	13.81

Assessors

James Kotanchik, Chairman
Susan Miller
David Brown

HOUSE SALES 2005

Number	Street Name	Sale Date	Price
14	ABEL JONES PL	6/30/2004	468,800
537	ACORN PARK DR	12/27/2004	880,000
543	ACORN PARK DR	6/23/2004	807,000
556	ACORN PARK DR	8/27/2004	850,000
33	AGAWAM RD	12/17/2004	584,000
40	AGAWAM RD	9/15/2004	759,000
2	ALBERTINE DR	6/25/2004	519,000
34	ALCOTT ST	8/27/2004	572,000
2	ALGONQUIN RD	6/29/2004	540,000
72	ARLINGTON ST	6/25/2004	425,000
170	ARLINGTON ST	9/28/2004	440,000
255	ARLINGTON ST	8/31/2004	243,000
315	ARLINGTON ST	7/9/2004	359,000
385	ARLINGTON ST	7/1/2004	435,000
395	ARLINGTON ST	11/30/2004	329,400
125	AUDUBON DR	11/4/2004	400,000
6	AYER RD	6/22/2004	468,000
9	AYER RD	9/15/2004	528,000
227	BANKSIDE HOLLOW	6/10/2004	340,000
520	BANKSIDE HOLLOW	1/16/2004	247,000
10	BARKER RD	9/17/2004	768,000
12	BARKER RD	6/3/2004	345,000
2	BEECHNUT ST	7/14/2004	830,000
4	BETH CIR	5/28/2004	295,000
7	BETH CIR	1/30/2004	263,900
8	BETH CIR	5/24/2004	290,000
24	BETH CIR	12/21/2004	290,000
8	BEVERLY RD	12/2/2004	447,300
14	BEVERLY RD	11/15/2004	408,000
21	BIRCH RIDGE RD	4/1/2004	418,750
23	BIRCH RIDGE RD	11/18/2004	476,000
4	BITTERSWEET LN	6/17/2004	721,000
2	BLUE HERON WY	4/1/2004	550,000
4	BLUE HERON WY	4/16/2004	605,000
6	BLUE HERON WY	7/2/2004	564,900
7	BREEZY POINT RD	3/15/2004	1,100,000
10	BREEZY POINT RD	12/27/2004	1,180,000
11	BREEZY POINT RD	9/24/2004	1,050,000
20	BREWSTER LN	5/5/2004	378,500
34	BREWSTER LN	9/30/2004	364,800
5	BRIMSTONE LN	8/27/2004	770,000
13	BROADVIEW ST	12/3/2004	485,000
18	BROMFIELD RD	7/29/2004	650,000
234	BROWN BEAR CRSG	7/23/2004	331,000
283	BROWN BEAR CRSG	10/15/2004	315,000
130	BUTTERNUT HOLLOW	6/28/2004	308,000
135	BUTTERNUT HOLLOW	4/28/2004	298,000
7	CAPT FORBUSH LN	12/13/2004	649,000
20	CARLTON DR	8/10/2004	805,000
24	CARLTON DR	6/7/2004	1,128,500
5	CARRIAGE DR	6/24/2004	455,000

Number	Street Name	Sale Date	Price\	Number	Street Name	Sale Date	Price
6	CASTLE DR	7/30/2004	463,000	4	DRUMMER RD #E6	4/23/2004	204,900
2	CEDAR TERR	8/23/2004	700,000	1	DUNHAM LN	5/3/2004	650,000
15	CENTRAL ST	8/2/2004	295,000	13	DUNHAM LN	9/24/2004	749,900
20	CENTRAL ST	4/30/2004	425,000	4	DURKEE RD	7/19/2004	446,000
93	CENTRAL ST	7/15/2004	351,000	7	DURKEE RD	1/13/2004	315,000
106	CENTRAL ST	12/15/2004	183,500	8	DUSTON LN	11/30/2004	1,045,000
294	CENTRAL ST	12/20/2004	398,500	14	ELM ST	7/12/2004	320,000
367	CENTRAL ST	5/14/2004	330,000	3	ELM ST UNIT 4	1/27/2004	195,000
396	CENTRAL ST	12/13/2004	490,000	11	ELM ST UNIT 5	6/17/2004	205,000
285	CENTRAL ST #6C	6/30/2004	225,000	4	EMERSON DR	6/22/2004	563,500
18	CHERRY RIDGE RD	7/29/2004	522,000	12	EVERGREEN RD	1/30/2004	352,000
8	CHESTNUT ST	7/1/2004	801,688	3	FARLEY LN	7/19/2004	627,000
41	CONANT ST	1/23/2004	458,000	7	FARMSTEAD WY	8/19/2004	795,000
9	CONANT ST REAR	7/22/2004	815,000	9	FAULKNER HILL RD	8/18/2004	515,000
4	CONCETTA CIR	6/1/2004	700,000	40	FAULKNER HILL RD	9/21/2004	450,000
26	CONCORD RD	12/20/2004	575,000	9	FERNWOOD RD	12/3/2004	563,500
37	CONCORD RD	6/25/2004	612,500	1	FLAGG RD	5/25/2004	485,000
87	CONCORD RD	12/15/2004	450,000	19	FORT POND RD	11/22/2004	869,000
89	CONCORD RD	8/26/2004	486,500	51	FORT POND RD	7/20/2004	625,000
105	CONCORD RD	11/23/2004	399,900	6	FOSTER ST	12/13/2004	542,500
111	CONCORD RD	1/22/2004	430,000	7	FRANCINE RD	5/28/2004	511,000
8	COOLIDGE DR	5/28/2004	650,000	9	GIOCONDA AV	7/16/2004	470,000
3	COUGHLIN ST	5/27/2004	425,000	5	GRACE PA	8/23/2004	780,000
19	CRAIG RD	3/2/2004	2,190,000	18	GRASSHOPPER LN	3/23/2004	715,000
106	DAVIS RD	9/27/2004	774,900	403	GREAT ELM WY	9/7/2004	362,000
136	DAVIS RD	4/26/2004	719,000	407	GREAT ELM WY	6/22/2004	358,800
17	DAVIS RD #A1	7/16/2004	177,000	544	GREAT ELM WY	4/30/2004	310,000
11	DAVIS RD #A10	12/10/2004	110,000	551	GREAT ELM WY	8/2/2004	347,000
23	DAVIS RD #A12	3/2/2004	121,000	574	GREAT ELM WY	5/18/2004	325,000
17	DAVIS RD #A14	4/14/2004	132,000	596	GREAT ELM WY	2/19/2004	307,500
23	DAVIS RD #A6	5/27/2004	124,000	182	GREAT RD	2/4/2004	1,300,000
19	DAVIS RD #B14	7/12/2004	142,900	289	GREAT RD	12/3/2004	7,450,000
19	DAVIS RD #B2	12/28/2004	179,000	332	GREAT RD	6/14/2004	661,000
11	DAVIS RD #B5	7/14/2004	180,000	374	GREAT RD #10	6/18/2004	269,400
17	DAVIS RD #B7	11/9/2004	225,000	397	GREAT RD #10	9/17/2004	310,000
9	DAVIS RD #C10	8/31/2004	137,500	424	GREAT RD #10	4/9/2004	104,000
19	DAVIS RD #C10	2/27/2004	160,000	426	GREAT RD #13	9/17/2004	124,000
23	DAVIS RD #C10	4/16/2004	166,500	424	GREAT RD #15	3/22/2004	102,000
19	DAVIS RD #C12	10/25/2004	143,000	426	GREAT RD #18	4/12/2004	122,500
23	DAVIS RD #C14	4/12/2004	121,000	428	GREAT RD #2	9/27/2004	112,000
23	DAVIS RD #C16	3/26/2004	160,000	179	GREAT RD #210	4/13/2004	275,000
17	DAVIS RD #C6	6/4/2004	142,000	48	GREAT RD #31	8/27/2004	160,000
17	DAVIS RD #C7	10/21/2004	215,000	48	GREAT RD #33	6/30/2004	149,500
9	DAVIS RD #C8	4/15/2004	135,000	403	GREAT RD #4	3/26/2004	218,000
9	DAVIS RD #C9	11/12/2004	145,500	405	GREAT RD #4	5/4/2004	190,000
5	DEVON DR	7/13/2004	426,500	407	GREAT RD #4	4/15/2004	219,000
4	DORIS RD	6/8/2004	419,000	399	GREAT RD #5	12/23/2004	239,000
6	DRIFTWOOD RD	12/13/2004	420,000	424	GREAT RD #5	10/22/2004	115,000
31	DRUMMER RD	7/8/2004	296,000	426	GREAT RD #5	6/18/2004	142,900
89	DRUMMER RD	3/15/2004	290,000	428	GREAT RD #9	8/23/2004	97,000
93	DRUMMER RD	3/2/2004	295,000	187	GREAT RD #A10	7/15/2004	150,000
97	DRUMMER RD	10/12/2004	290,000	209	GREAT RD #A2	6/28/2004	169,000
1	DRUMMER RD #A6	4/14/2004	199,900	187	GREAT RD #A7	12/15/2004	115,000
5	DRUMMER RD #C2	6/27/2004	111,000	205	GREAT RD #B1	9/10/2004	174,000
2	DRUMMER RD #D6	9/1/2004	178,000	209	GREAT RD #B3	8/30/2004	133,000

Number	Street Name	Sale Date	Price	Number	Street Name	Sale Date	Price
209	GREAT RD #B6	4/26/2004	133,000	24	KINSLEY RD	3/31/2004	387,000
205	GREAT RD #C9	10/19/2004	182,500	4	LADY SLIPPER LN	5/14/2004	812,900
382	GREAT RD A103	8/11/2004	178,000	9	LADY SLIPPER LN	12/14/2004	976,000
390	GREAT RD A11	7/21/2004	95,000	20	LEXINGTON DR	6/15/2004	660,000
384	GREAT RD A303	7/29/2004	176,000	22	LEXINGTON DR	11/8/2004	675,000
390	GREAT RD A7	2/23/2004	168,700	41	LEXINGTON DR	1/16/2004	640,000
390	GREAT RD A9	8/23/2004	175,500	44	LEXINGTON DR	8/23/2004	662,000
382	GREAT RD B103	5/21/2004	109,000	56	LEXINGTON DR	11/1/2004	666,000
382	GREAT RD B104	7/21/2004	167,000	57	LEXINGTON DR	6/25/2004	630,500
386	GREAT RD B15	3/26/2004	112,000	63	LIBERTY ST	10/29/2004	425,000
386	GREAT RD B19	12/15/2004	150,000	85	LIBERTY ST	3/23/2004	725,000
390	GREAT RD B20	9/1/2004	174,000	8	LONG RIDGE RD	7/14/2004	625,000
382	GREAT RD B201	8/4/2004	143,000	4	LOTHROP RD	4/30/2004	420,000
392	GREAT RD B201	10/1/2004	149,000	14	LOTHROP RD	8/20/2004	496,000
388	GREAT RD B22	3/30/2004	172,000	5	MADISON LN	1/16/2004	711,500
390	GREAT RD B24	2/24/2004	168,000	38	MAIN ST	7/15/2004	305,000
382	GREAT RD B301	11/2/2004	167,500	49	MAIN ST	11/30/2004	390,000
392	GREAT RD B303	9/29/2004	157,900	68	MAIN ST	8/5/2004	374,900
384	GREAT RD B304	4/9/2004	171,000	106	MAIN ST	10/18/2004	382,000
392	GREAT RD B304	3/16/2004	151,900	170	MAIN ST	7/1/2004	400,000
296	GREAT RD UNIT 4	9/30/2004	250,000	171	MAIN ST	9/1/2004	250,000
2	GREENWOOD LN	3/12/2004	395,000	197	MAIN ST	8/19/2004	395,000
1	GRIST MILL RD	8/27/2004	445,000	315	MAIN ST	8/19/2004	500,000
95	HAMMOND ST	4/8/2004	635,000	370	MAIN ST	4/8/2004	550,000
28	HARRIS ST #A2	12/3/2004	253,000	455	MAIN ST	12/17/2004	700,000
28	HARRIS ST #A3	12/20/2004	250,000	864	MAIN ST	6/30/2004	600,000
28	HARRIS ST #A4	12/21/2004	260,000	246	MAIN ST #1	7/1/2004	332,500
34	HARTLAND WY	7/15/2004	430,000	246	MAIN ST #2	5/14/2004	299,000
27	HARTLAND WY #104	6/1/2004	295,000	246	MAIN ST #4	5/28/2004	299,000
27	HARTLAND WY #201	9/1/2004	269,900	246	MAIN ST #5	5/28/2004	299,000
27	HARTLAND WY #205	5/13/2004	329,800	246	MAIN ST #6	6/1/2004	299,000
27	HARTLAND WY #209	3/31/2004	292,900	246	MAIN ST #7	6/15/2004	299,000
27	HARTLAND WY #301	5/13/2004	279,000	276	MAIN ST #C2	12/29/2004	225,000
27	HARTLAND WY #305	8/3/2004	305,000	276	MAIN ST #C2	12/29/2004	225,000
27	HARTLAND WY #309	6/28/2004	277,000	276	MAIN ST #C3	9/28/2004	198,000
17	HAZELNUT ST	10/25/2004	865,000	276	MAIN ST #C6	12/6/2004	233,000
9	HEALD RD	12/8/2004	465,000	276	MAIN ST #C7	7/7/2004	230,000
11	HENLEY RD	3/3/2004	454,900	77	MAPLE ST	6/30/2004	385,000
4	HERON VIEW RD	9/16/2004	730,000	1	MCKINLEY DR	7/26/2004	880,000
4	HIGH ST	3/30/2004	585,000	7	MEETINGHOUSE RD	11/1/2004	285,000
149	HIGH ST	7/30/2004	757,000	15	MEYER HILL DR	12/27/2004	453,375
206	HIGH ST	7/29/2004	607,000	25	MEYER HILL DR	2/12/2004	430,000
272	HIGH ST	3/18/2004	587,000	27	MEYER HILL DR	3/31/2004	451,000
20	HILLCREST DR	6/18/2004	385,000	30	MEYER HILL DR	7/16/2004	477,000
17	HORSESHOE DR	4/29/2004	580,000	57	MEYER HILL DR	9/24/2004	495,000
17	HOSMER ST	8/3/2004	609,000	28	MINOT AV	8/23/2004	750,000
2	JACKSON DR	1/30/2004	315,000	28	MINOT AV	8/20/2004	779,900
7	JACKSON DR	8/13/2004	1,069,000	21	MOHAWK DR	3/23/2004	605,000
13	JACKSON DR	10/15/2004	915,000	38	MOHAWK DR	9/10/2004	508,000
7	JAY LN	12/7/2004	942,000	57	MOHAWK DR	9/2/2004	590,000
12	JOSEPH REED LN	5/14/2004	585,000	10	MONROE DR	4/29/2004	850,000
20	JOSEPH REED LN	11/18/2004	568,500	11	MONROE DR	9/10/2004	830,000
18	JUNIPER RIDGE RD	7/23/2004	455,900	8	MUSKET DR	5/26/2004	567,500
1	KELLEY RD	5/27/2004	399,900	15	MUSKET DR	7/1/2004	648,000
10	KINSLEY RD	6/25/2004	525,000	5	MYRTLE DR	4/23/2004	619,900

Number	Street Name	Sale Date	Price	Number	Street Name	Sale Date	Price
46	NAGOG HILL RD	11/10/2004	650,000	9	POND VIEW DR	9/15/2004	424,000
216	NAGOG HILL RD	6/30/2004	710,000	14	POND VIEW DR	9/2/2004	436,500
37	NASH RD	8/23/2004	500,000	67	POPE RD	8/12/2004	935,000
35	NASHOBA RD	7/30/2004	463,000	104	POPE RD	8/2/2004	800,000
134	NEWTOWN RD	6/30/2004	600,000	106	POPE RD	6/1/2004	726,500
142	NEWTOWN RD	6/30/2004	531,900	142	POPE RD	5/25/2004	900,000
151	NEWTOWN RD	5/3/2004	523,000	5	PROSPECT ST	7/15/2004	595,000
177	NEWTOWN RD	10/19/2004	441,000	22	PROSPECT ST	11/30/2004	485,000
191	NEWTOWN RD	3/26/2004	755,000	34	PROSPECT ST	7/1/2004	682,500
115	NONSET PA	4/21/2004	483,500	54	PROSPECT ST	7/30/2004	353,000
135	NONSET PA	7/30/2004	550,000	9	REEVE ST	3/2/2004	753,500
21	NYLANDER WY	10/28/2004	502,000	11	REEVE ST	3/26/2004	719,000
39	NYLANDER WY	5/27/2004	485,000	17	REEVE ST	1/30/2004	855,000
5	OAKWOOD RD	7/9/2004	460,000	1	REVOLUTIONARY RD	9/2/2004	648,000
222	OLD BEAVERBROOK	8/20/2004	321,000	12	REVOLUTIONARY RD	9/30/2004	608,000
291	OLD BEAVERBROOK	12/13/2004	276,000	108	RIVER ST	5/3/2004	287,000
372	OLD BEAVERBROOK	8/2/2004	303,532	45	ROBBINS ST	5/20/2004	615,000
381	OLD BEAVERBROOK	6/22/2004	297,400	19	ROBINWOOD RD	10/1/2004	585,000
5	OLD CART PA	8/12/2004	700,500	5	SANDY DR	6/3/2004	615,000
532	OLD STONEBROOK	9/8/2004	347,000	13	SAWMILL RD	5/27/2004	647,400
603	OLD STONEBROOK	11/2/2004	350,000	12	SCHOOL ST	9/2/2004	454,000
612	OLD STONEBROOK	4/16/2004	262,500	111	SCHOOL ST	1/12/2004	525,000
5	OLD VILLAGE RD	4/8/2004	598,000	133	SCHOOL ST	6/29/2004	385,000
8	OLD VILLAGE RD	10/8/2004	657,500	141	SCHOOL ST	6/1/2004	325,000
10	OLDE LANTERN RD	8/31/2004	515,000	205	SCHOOL ST	12/17/2004	306,000
22	OLDE LANTERN RD	6/30/2004	634,750	215	SCHOOL ST	1/14/2004	290,000
21	ONEIDA RD	7/22/2004	518,000	216	SCHOOL ST	5/21/2004	424,900
44	PARKER ST	3/10/2004	370,000	290	SCHOOL ST	11/1/2004	359,000
53	PARKER ST	7/9/2004	338,000	44	SEMINOLE RD	12/15/2004	408,150
119	PARKER ST	8/18/2004	412,000	67	SEMINOLE RD	9/21/2004	449,900
148	PARKER ST	9/17/2004	399,000	4	SENECA RD	7/30/2004	472,500
165	PARKER ST	5/4/2004	480,000	11	SENECA RD	9/1/2004	492,000
196	PARKER ST	7/30/2004	385,000	6	SIMON WILLARD RD	7/30/2004	451,500
120	PARKER ST #11	6/1/2004	160,000	14	SIMON WILLARD RD	10/7/2004	427,000
120	PARKER ST #12	5/28/2004	163,000	20	SIMON WILLARD RD	12/31/2004	440,000
118	PARKER ST #26	7/26/2004	164,500	1	SMART RD	11/18/2004	410,000
118	PARKER ST #31	10/27/2004	185,900	3	SPRUCE ST U2	8/2/2004	485,000
118	PARKER ST #33	6/28/2004	139,900	14	SQUIRREL HILL RD	12/6/2004	774,300
120	PARKER ST #34	6/3/2004	123,500	18	SQUIRREL HILL RD	9/3/2004	830,394
120	PARKER ST #35	12/30/2004	168,000	19	SQUIRREL HILL RD	12/30/2004	776,600
126	PARKER ST #A15	5/25/2004	162,000	21	SQUIRREL HILL RD	8/24/2004	897,711
132	PARKER ST #I3	7/19/2004	173,000	23	SQUIRREL HILL RD	10/14/2004	900,856
130	PARKER ST #J3	8/17/2004	207,999	5	STONEYMEADE WY	5/27/2004	929,900
130	PARKER ST #K2	5/19/2004	174,000	15	STONEYMEADE WY	4/1/2004	830,000
130	PARKER ST #L2	8/5/2004	159,900	33	STONEYMEADE WY	6/21/2004	1,060,150
128	PARKER ST 2B	10/28/2004	310,000	111	STOW ST	10/15/2004	615,000
128	PARKER ST 4D	9/21/2004	304,000	40	STRAWBERRY HILL RD	11/29/2004	759,900
3	PAUL REVERE RD	7/30/2004	445,000	118	STRAWBERRY HILL RD	6/29/2004	1,225,000
621	PHEASANT HILL	7/18/2004	318,000	41	SUMMER ST	2/5/2004	520,000
623	PHEASANT HILL	11/15/2004	269,900	113	SUMMER ST	6/30/2004	290,000
625	PHEASANT HILL	2/20/2004	320,000	137	SUMMER ST	7/30/2004	430,000
3	PHLOX LN	5/28/2004	615,000	7	SYLVIA ST	5/4/2004	275,000
245	PINE CONE STRAND	9/1/2004	332,000	69	TAYLOR RD	9/29/2004	610,950
396	PINE CONE STRAND	5/14/2004	349,000				
398	PINE CONE STRAND	5/25/2004	268,000				

Number	Street Name	Sale Date	Price
92	TAYLOR RD	4/15/2004	533,000
20	THOREAU RD	4/29/2004	591,000
1	TOWNE HOUSE LN #6	4/20/2004	120,000
502	TUMBLING HAWK	6/24/2004	314,500
514	TUMBLING HAWK	12/16/2004	344,000
28	TUTTLE DR	8/31/2004	400,000
9	WAMPUS AV #A9	7/2/2004	106,000
5	WAMPUS AV #B5	5/14/2004	139,000
5	WAMPUS AV #B6	4/30/2004	101,000
35	WASHINGTON DR	1/27/2004	605,000
52	WASHINGTON DR	6/25/2004	620,000
55	WASHINGTON DR	10/15/2004	680,000
62	WASHINGTON DR	10/22/2004	665,000
110	WATERSIDE CLR	11/12/2004	332,800
1	WAYSIDE LN	4/9/2004	585,000
5	WESTSIDE DR	1/9/2004	468,000
11	WILLIS HOLDEN DR	7/13/2004	722,500
30	WILLOW ST	4/15/2004	279,900
77	WILLOW ST	11/22/2004	560,000
131	WILLOW ST	8/3/2004	385,000
147	WILLOW ST	8/23/2004	387,000
154	WILLOW ST	8/2/2004	410,000
162	WILLOW ST	11/15/2004	360,000
21	WINDEMERE DR	6/30/2004	645,000
21	WINDEMERE DR	6/30/2004	645,000
8	WINDINGWOOD LN	4/2/2004	615,000
77	WINDSOR AV	6/30/2004	603,000
88	WINDSOR AV	6/29/2004	659,900
8	WINTER ST	6/5/2004	500,000
10	WINTERBERRY PA	11/13/2004	600,000
19	WOOD LN	2/6/2004	692,500
24	WOOD LN	4/30/2004	575,000
49	WOODBURY LN	4/26/2004	368,500
52	WOODBURY LN	7/29/2004	615,000
8	WYNDCLIFF DR	9/10/2004	640,000

ELIZABETH WHITE FUND

A permanent fund was bequeathed to the Town of Acton by George R. White [1847-1922], in memory of his mother, Elizabeth. The income from the fund is to be used only "in relieving the necessities of the deserving poor and unfortunate. It shall be the duty of the Town to anticipate such necessity of aid and assistance by inquiry and investigation, in advance of the claims as far as possible, in order that sensitive and deserving people may receive assistance, who might, because of publicity, refrain from making an application for aid."

The 2004-2005 economic climate was reflected in the poor return realized from the Town's pooled trust funds. As a result, the White Fund Trustees' recommendation to the Board of Selectmen was that no grants be awarded this year.

It is our hope that the White Fund earnings will improve next year and that we will be able to resume the practice of providing small grants to deserving White Fund applicants.

Trustees
Cornelia Huber
Frank Joyner
Andrea Miller

FINANCE COMMITTEE REPORT

The Acton Finance Committee comprises nine volunteers appointed by the Moderator to three-year terms. Acton's Bylaws require that we "consider any and all municipal questions for the purpose of making reports and recommendations." The following is a brief summary of our activities since last year's Town Meeting.

The Committee includes some new faces this year. We welcomed Steve Noone and Allen Nitschelm as regular members, and Kent Sharp as an associate member. John Ryder left our ranks last spring to join the School Committee, where the pay is the same (zilch), but the food is apparently better (cookies). Gim Hom also left us last summer owing to the demands of a new teaching job. As of this writing, it appears that Jonathan Chinitz will soon follow in Mr. Ryder's footsteps. Anyone with an interest in joining FinCom should contact the Moderator.

Last May, we discussed five goals for the coming year. These were: 1) to increase public participation in our meetings, 2) to improve communication with citizens, 3) to seek greater influence on the development of town and school budgets, 4) to participate in a conversation on commercial development, and 5) to continue the capital planning process. We've made some progress toward many of these goals, but much work remains to be done.

At last June's Special Town Meeting, we contributed to the debate whether to adopt Pay-As-You-Throw pricing at the transfer station. The Selectmen had endorsed this proposal, while FinCom opposed it. In the event, the voters elected to maintain the status quo.

Over the summer, we made an attempt to develop a policy regarding the use of free cash and the stabilization fund. These accounts can function as a reserve for unexpected financial demands, but both have negligible balances at present. The committee did not reach a consensus on how the town could add to these reserves in the face of other pressing demands for funds such as operating budgets and capital maintenance.

We held a meeting in July with the Acton Community Housing Corporation to discuss its plans to develop affordable housing on the Willow/Central Street property. After analyzing the proposed budgets, FinCom endorsed this project as a reasonable and cost-effective approach to develop affordable housing. We continue to work on a model for predicting the effects of new development, affordable and otherwise, on demands for town services.

In the fall, we began to discuss the FY07 budget process and ways in which FinCom might participate. Most members of FinCom attended both the municipal and school budget workshops, which were held on two Saturdays in January. In addition, FinCom is holding a series of meetings on the town and school budgets, including formal budget hearings as required by the bylaws.

A key point of discussion at the Acton Leadership Group was the formula by which incremental revenues (FY07 over FY06) would be split between the town and school budgets. In the past, such revenues were split roughly 30% to the town and 70% to the schools. A disadvantage of this approach was that it discouraged town departments (and to a lesser extent school departments) from seeking new revenues, since these would be shared by the ALG formula. This year, the ALG adopted a new approach, in which only local tax revenues (property and excise taxes) are split by formula, and all other revenues are assigned to either the town or school budgets. In response to this change, town departments have projected a significant increase in income from fees and the use of some other revenues, such as cable licenses, to fund requested additions to staff.

At the beginning of this year's budget cycle, the Acton Leadership Group was predicting a roughly \$2M shortfall between projected revenues and initial projections of the costs of maintaining current town and school operations. Both budgets were pared back, and discussions begun regarding how much funding might be taken from free cash and overlay surplus. However, when the Governor's budget proposal was unveiled, it included significant increases in state aid to both the town and schools. If these increases hold, the use of reserve funds or further cuts will not be required to balance this year's operating budgets.

Members
Jonathan Chinitz
Pat Clifford
Pat Easterly
Bob Evans
Gim Hom*
Herman Kabakoff
Allen Nitschelm#
Steve Noone#
Rheta Roeber
John Ryder*
Kent Sharp (Associate)#
David Stone

*Member retiring since April 2005 Town Meeting
#Member added since April 2005 Town Meeting

TOWN ACCOUNTANT_____

I respectfully submit the following for the 2005 Annual Report of the Town of Acton:

Financial Reports for the period ended June 30, 2005:

- 1) Statement of Revenues and Expenditures – General Fund
- 2) Detailed Budget Object Report
- 3) Trust Fund Activity – Principal and Income

My sincere thanks to: Karen Kucala, Lisa Krause and Joanne Butman for all their hard work for the department. Their dedication to the Town has been tremendous and I'm honored to work with them.

Respectfully Submitted,

Stephen G. Barrett CPA
Finance Director/Town Accountant

TOWN OF ACTON, MASSACHUSETTS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE:
GENERAL FUND
YEAR ENDED JUNE 30, 2005
(UNAUDITED)

	GENERAL FUND
REVENUES:	
REAL ESTATE AND PERSONAL PROPERTY TAXES,	
NET OF TAX REFUNDS	\$ 48,447,749
INTERGOVERNMENTAL	5,269,002
MOTOR VEHICLE EXCISE	3,151,571
PENALTIES & INTEREST ON TAXES	102,516
CHARGES FOR SERVICES	-
CHARGES FOR SERVICES - SEWER	-
INVESTMENT INCOME	218,327
CONTRIBUTIONS & DONATIONS	-
DEPARTMENTAL & OTHER INCOME	759,496
TOTAL REVENUES	<u>57,948,661</u>
EXPENDITURES:	
CURRENT:	
GENERAL GOVERNMENT	3,896,400
PUBLIC SAFETY	5,559,943
EDUCATION	38,907,551
PUBLIC WORKS	2,214,239
SEWER	
HUMAN SERVICES	727,307
LIBRARY	796,815
PENSION	1,614,318
EMPLOYEE BENEFITS	1,882,342
STATE & COUNTY ASSESSMENTS	183,570
DEBT SERVICE	2,967,547
TOTAL EXPENDITURES	<u>58,750,032</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(801,371)
OTHER FINANCING SOURCES (USES)	
BOND PROCEEDS	-
OPERATING TRANSFERS IN	169,435
OPERATING TRANSFERS OUT	(54,454)
TOTAL OTHER FINANCING SOURCES (USES)	<u>114,981</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	(686,390)
FUND BALANCE AT BEGINNING OF YEAR	8,330,039
FUND BALANCE AT END OF YEAR	<u>\$ 7,643,649</u>

TOWN OF ACTON				
DEPARTMENT OBJECT BUDGET				
SUB ACCT	DESCRIPTION	FY2005 BUDGET	FY2005 EXPENDED	
ACCOUNTANT/COMPTROLLER				
5100	Personal Services	\$ 207,713	\$ 171,608	-17.38%
5200	Services	\$ 1,000	\$ 1,873	87.29%
5400	Supplies	\$ 2,000	\$ 1,806	-9.71%
	DEPARTMENT TOTAL	\$ 210,713	\$ 175,286	-16.81%
ASSESSORS				
5100	Personal Services	\$ 150,183	\$ 144,369	-3.87%
5200	Services	\$ 6,820	\$ 12,261	79.78%
5400	Supplies	\$ 1,395	\$ 1,410	1.08%
	DEPARTMENT TOTAL	\$ 158,398	\$ 158,040	-0.23%
BUILDING INSPECTOR				
5100	Personal Services	\$ 169,243	\$ 180,982	6.94%
5200	Services	\$ 1,250	\$ 1,055	-15.64%
5400	Supplies	\$ 3,065	\$ 3,509	14.49%
	DEPARTMENT TOTAL	\$ 173,558	\$ 185,546	6.91%
TOWN CLERK				
5100	Personal Services	\$ 112,115	\$ 107,101	-4.47%
5200	Services	\$ 815	\$ 1,276	56.53%
5400	Supplies	\$ 1,500	\$ 1,277	-14.84%
	DEPARTMENT TOTAL	\$ 114,430	\$ 109,654	-4.17%
CIVIL DEFENSE				
5200	Services	\$ 1,950	\$ 629	-67.73%
5400	Supplies	\$ 2,750	\$ (10,948)	-498.12%
	DEPARTMENT TOTAL	\$ 4,700	\$ (10,319)	-319.56%
COA/COUNCIL ON AGING				
5100	Personal Services	\$ 115,463	\$ 114,648	-0.71%
5200	Services	\$ 9,586	\$ 8,873	-7.44%
5400	Supplies	\$ 6,895	\$ 8,604	24.79%
	DEPARTMENT TOTAL	\$ 131,944	\$ 132,126	0.14%
COLLECTOR				
5100	Personal Services	\$ 163,305	\$ 130,113	-20.33%
5200	Services	\$ 47,600	\$ 54,764	15.05%
5400	Supplies	\$ 26,000	\$ 17,992	-30.80%
	DEPARTMENT TOTAL	\$ 236,905	\$ 202,869	-14.37%
COMMISSION ON DISABILITIES				
5200	Services	\$ 1,500	\$ 760	-49.34%
DISPATCH				
5100	Personal Services	\$ 308,966.00	\$ 269,892.70	-12.65%
	DEPARTMENT TOTAL	\$ 308,966.00	\$ 269,892.70	-12.65%
DOG OFFICER (in Town Mgr Budget)				
5100	Personal Services	\$ -	\$ -	0.00%
5200	Services	\$ 10,240	\$ 9,720	-5.08%
	DEPARTMENT TOTAL	\$ 10,240	\$ 9,720	-5.08%
ELECTIONS				
5100	Personal Services	\$ 2,300	\$ 3,553	54.50%
5200	Services	\$ 29,452	\$ 24,508	-16.79%
5400	Supplies	\$ 5,400	\$ 4,685	-13.24%
	DEPARTMENT TOTAL	\$ 37,152	\$ 32,747	-11.86%

TOWN OF ACTON				
DEPARTMENT OBJECT BUDGET				
SUB ACCT	DESCRIPTION	FY2005 BUDGET	FY2005 EXPENDED	
ENGINEERING				
5100	Personal Services	\$ 216,765	\$ 212,978	-1.75%
5200	Services	\$ 9,060	\$ 29,883	229.84%
5400	Supplies	\$ 2,800	\$ 10,117	261.32%
	DEPARTMENT TOTAL	\$ 228,625	\$ 252,978	10.65%
FINANCE DIRECTOR				
5100	Personal Services	\$ 138,529	\$ 138,529	0.00%
5200	Services	\$ 97,700	\$ 80,442	-17.66%
5400	Supplies	\$ 67,200	\$ 38,444	-42.79%
5600	Intergovernmental	\$ 43,116	\$ 43,116	0.00%
5700	Other Appropriations	\$ 4,251,594	\$ 3,842,209	-9.63%
5900	Debt Service	\$ 3,024,567	\$ 3,000,184	-0.81%
	DEPARTMENT TOTAL	\$ 7,622,706	\$ 7,142,923	-6.29%
FINANCE COMMITTEE				
5200	Services	\$ 1,000	\$ 245	-75.50%
5700	Other Appropriations	\$ 25,000	\$ -	-100.00%
	DEPARTMENT TOTAL	\$ 26,000	\$ 245	-99.06%
FIRE				
5100	Personal Services	\$ 2,530,656	\$ 2,604,138	2.90%
5200	Services	\$ 32,300	\$ 21,478	-33.51%
5400	Supplies	\$ 77,702	\$ 66,918	-13.88%
5600	Intergovernmental	\$ 2,500	\$ -	-100.00%
5800	Capital Outlay	\$ 6,000	\$ -	-100.00%
	DEPARTMENT TOTAL	\$ 2,649,158	\$ 2,692,534	1.64%
HEALTH				
5100	Personal Services	\$ 81,081	\$ 80,956	-0.15%
5200	Services	\$ 54,475	\$ 54,122	-0.65%
5400	Supplies	\$ 1,500	\$ 5,815	287.63%
	DEPARTMENT TOTAL	\$ 137,056	\$ 140,893	2.80%
HIGHWAY				
5100	Personal Services	\$ 733,267	\$ 786,276	7.23%
5200	Services	\$ 420,963	\$ 456,182	8.37%
5400	Supplies	\$ 381,627	\$ 378,233	-0.89%
5700	Other Appropriations	\$ 11,130	\$ 6,566	-41.00%
5800	Capital Outlay	\$ 270,500	\$ 239,195	-11.57%
	DEPARTMENT TOTAL	\$ 1,817,487	\$ 1,866,452	2.69%
HISTORICAL COMMISSION				
5400	Supplies	\$ 600	\$ 109	-81.92%
	DEPARTMENT TOTAL	\$ 600	\$ 109	-81.92%
HUMAN RESOURCES				
5100	Personal Services	\$ 114,096	\$ 75,563	-33.77%
5200	Services	\$ 28,960	\$ 22,257	-23.14%
5400	Supplies	\$ 1,800	\$ 1,312	-27.09%
	DEPARTMENT TOTAL	\$ 144,856	\$ 99,133	-31.56%
INFORMATION TECHNOLOGY				
5100	Personal Services	\$ 134,291	\$ 122,682	-8.64%
5200	Services	\$ 407,345	\$ 453,910	11.43%
5400	Supplies	\$ 1,012	\$ 2,575	154.49%
	DEPARTMENT TOTAL	\$ 542,648	\$ 579,167	6.73%

TOWN OF ACTON				
DEPARTMENT OBJECT BUDGET				
SUB ACCT	DESCRIPTION	FY2005 BUDGET	FY2005 EXPENDED	
TOWN MANAGER				
5100	Personal Services	\$ 331,274	\$ 348,479	5.19%
5200	Services	\$ 583,195	\$ 691,878	18.64%
5400	Supplies	\$ 28,800	\$ 27,997	-2.79%
5800	Capital Outlay	\$ -	\$ -	0.00%
	DEPARTMENT TOTAL	\$ 943,269	\$ 1,068,354	13.26%
MEMORIAL LIBRARY				
5100	Personal Services	\$ 628,165	\$ 633,785	0.89%
5200	Services	\$ 33,911	\$ 33,430	-1.42%
5400	Supplies	\$ 102,534	\$ 101,022	-1.47%
5700	Other Appropriations	\$ -	\$ 1	0.00%
	DEPARTMENT TOTAL	\$ 764,610	\$ 768,238	0.47%
TOWN MEETING MODERATOR				
5100	Personal Services	\$ 200	\$ 60	-70.00%
5400	Supplies	\$ 20	\$ -	-100.00%
	DEPARTMENT TOTAL	\$ 220	\$ 60	-72.73%
MUNICIPAL PROPERTIES				
5100	Personal Services	\$ 405,604	\$ 378,358	-6.72%
5200	Services	\$ 547,684	\$ 627,241	14.53%
5400	Supplies	\$ 44,600	\$ 29,512	-33.83%
5800	Capital Items	\$ 6,500	\$ 48,937	652.87%
	DEPARTMENT TOTAL	\$ 1,004,388	\$ 1,084,048	7.93%
NATURAL RESOURCES/CEMETERY				
5100	Personal Services	\$ 431,568	\$ 409,389	-5.14%
5200	Services	\$ 18,411	\$ 16,751	-9.02%
5400	Supplies	\$ 24,450	\$ 28,507	16.59%
5800	Capital Items	\$ -	\$ 1	0.00%
	DEPARTMENT TOTAL	\$ 474,429	\$ 454,648	-4.17%
PLANNING BOARD				
5100	Personal Services	\$ 143,032	\$ 136,660	-4.45%
5200	Services	\$ 4,900	\$ 4,373	-10.76%
5400	Supplies	\$ 2,293	\$ 6,970	203.99%
	DEPARTMENT TOTAL	\$ 150,225	\$ 148,003	-1.48%
POLICE				
5100	Personal Services	\$ 2,211,989	\$ 2,281,735	3.15%
5200	Services	\$ 36,408	\$ 38,267	5.11%
5400	Supplies	\$ 61,877	\$ 74,718	20.75%
5800	Capital Outlay	\$ 50,784	\$ 50,664	-0.24%
	DEPARTMENT TOTAL	\$ 2,361,058	\$ 2,445,384	3.57%
PUBLIC CELEBRATIONS				
5100	Personal Services	\$ -	\$ -	0.00%
5200	Services	\$ 2,500	\$ 2,164	-13.43%
5400	Supplies	\$ 500	\$ -	-100.00%
	DEPARTMENT TOTAL	\$ 3,000	\$ 2,164	-27.86%
VETERANS SERVICE				
5100	Personal Services	\$ 2,600	\$ -	-100.00%
5200	Services	\$ 900	\$ -	0.00%
5400	Supplies	\$ 200	\$ -	-100.00%
5700	Other Appropriations	\$ 6,000	\$ 14,945	149.09%
	DEPARTMENT TOTAL	\$ 9,700	\$ 14,945	54.07%
WEST ACTON LIBRARY				
5100	Personal Services	\$ 24,930	\$ 24,550	-1.53%
5200	Services	\$ 300	\$ 130	-56.67%
5400	Supplies	\$ 5,730	\$ 5,791	1.06%
	DEPARTMENT TOTAL	\$ 30,960	\$ 30,471	-1.58%
ZONING BOARD OF APPEALS				
5400	Supplies	\$ 500	\$ 428	-14.40%
		\$ 20,300,001	\$ 20,057,498	

**TOWN OF ACTON
TRUST FUNDS
EXPENDABLE FY05**

INCOME ACCOUNTS	ACCOUNT	BEG BAL 7/1/2004	EXPENDITURES	REVENUES	ENCUMBRANCE	END BAL PER G/L 6/30/2005
T-16 ELIZABETH WHITE FUND	7002	2,639.76	(2,665.23)	1,513.81		1,488.34
T-28 VARNUM TUTTLE MEM'L	7003	108,057.44	(639.81)	4,737.21		112,154.84
7-05 BETSEY BALL CHARITY	7004	54,971.24	(1,010.18)	2,890.32		56,851.38
T-18 GEORGIA WHITNEY CHAR	7005	21,595.41	(193.31)	1,514.27		22,916.37
TOTAL CHARITY TRUST FUNDS		187,263.85	(4,508.53)	10,655.61	0.00	193,410.93
T-01 CHARLOTTE GOODNOW	7006	82.33	(16.71)	122.54		188.16
TOTAL RELIGIOUS FUND		82.33	(16.71)	122.54	0.00	188.16
T-37 JENKS - ACTON YOUTH FD	7007	1,826.60	(744.11)	1,114.39		2,196.88
T-40 JAMES KINSLEY FUND	7008	6,102.90	(38.49)	282.40		6,346.81
DRUM TRICENTENNIAL FUND	7009	800.38	(4.33)	31.33		827.38
FIREMEN'S RELIEF FUND	7010	165,352.00	(949.39)	8,907.71		173,310.32
T-32 W. ACTON FIRE RELIEF	7011	14,592.24	(79.08)	582.77		15,095.93
CONSERVATION FUND	7012	37,191.71	(201.55)	1,465.44		38,455.60
TOTAL MISC TRUST FUND		225,865.83	(2,016.95)	12,384.04	0.00	236,232.92
T-17 GEORGIA WHITNEY MEML	7013	17,528.90	(1,926.28)	1,365.47		16,968.09
T-31 WATSON FUND	7014	6,414.57	(342.41)	377.30		6,449.46
T-21 HOIT & SCOTT FUND	7015	916.59	(76.74)	71.40		911.25
T-10 DR ROBERT DAVIS FUND	7016	2,905.42	(163.24)	168.61		2,910.79
T-20 FRANK HAYWARD FUND	7017	8,953.95	(168.96)	407.25		9,192.24
T-03 GEORGE AMES FUND	7018	777.67	(120.88)	54.82		711.61
T-19 GEORGIA WHITNEY FUND	7019	1,583.56	(157.92)	138.66		1,564.30
T-15 ROBBINS & AMES FUND	7020	88,295.53	(3,930.46)	4,651.06		89,016.13
T-14 CAPTAIN ROBBINS FUND	7021	16,103.33	(346.82)	761.51		16,518.02
T-13 ROBBINS WOODLAND FUND	7022	2,844.81	(204.98)	191.64		2,831.47
T-34 JENKS FAMILY FUND	7023	132,273.52	(12,631.36)	12,127.50	(218.05)	131,551.61
T-12 ELDRIDGE ROBBIND FUND	7024	2,275.82	(204.12)	141.43		2,213.13
T-11 MARTHA DESMOND FUND	7025	6,732.54	(449.12)	421.99		6,705.41
T-05 NEW PERPETUAL CARE	7026	72,637.39	(87,706.00)	35,441.72	0.00	20,373.11
T-25 RAYMOND MONUMENT FD	7027	12,029.24	(86.99)	507.68		12,449.93
T-06 OLD PERPETUAL CARE	7028	188,890.11	(17,674.58)	16,389.28	(653.17)	186,951.64
T-04 ARLETTE APLEYARD FUND	7029	5,072.21	(210.28)	304.05		5,165.98
T-26 RAYMOND CARE FUND	7030	4,940.94	(323.05)	306.36		4,924.25
T-35 MARY SMITH FUND	7031	2,515.83	(216.61)	201.32		2,500.54
T-27 HOSMER FUND	7032	148,500.05	(11,720.34)	11,089.58	(413.54)	147,455.75
T-29 WETHERBEE FUND	7033	111,899.45	(1,096.77)	4,880.02		115,682.70
T-36 ERNEST JONES FUND	7034	1,688.05	(56.92)	114.71		1,745.84
T-24 BLANCHARD FUND	7035	6,862.27	(315.68)	392.04		6,938.63
T-07 AB CONANT FAMILY FD	7036	2,496.36	(160.65)	154.79		2,490.50
T-23 FRANK KNOWLTON FUND	7037	1,800.29	(133.25)	124.39		1,791.43
T-22 MRS ONEIL FUND	7038	1,578.33	(84.99)	80.62		1,573.96
T-33 WELLS FUND	7039	25,559.02	(245.72)	1,148.95		26,462.25
PORTER JENKS TRUST FUND	7040	10,030.90	(3,206.54)	2,808.33		9,632.69
TOTAL CEMETERY TRUST FUNDS		884,106.65	(143,961.66)	94,822.48	(1,284.76)	833,682.71
T-01 HIGH SCHOOL FUND	7041	582.03	(24.83)	209.15		766.35
T-90 KATHERINE M. KINSLEY	7042	904.86	(399.00)	576.78	(38.58)	1,044.06
T-88 WILLIAM A WILD FUND	7043	2,412.03	(304.10)	603.04	(214.10)	2,496.87
T-78 SUSAN/LUTHER CONANT	7044	3,398.71	(26.73)	206.39		3,578.37
T-86 LUKE TUTTLE FUND	7045	1,500.52	(72.08)	67.72		1,496.16
T-84 NEWELL B TAINTER	7046	3,614.92	(83.81)	711.76		4,242.87
T-82 LIBRARY PLANTER FUND	7047	1,374.50	(12.87)	112.41		1,474.04
T-80 MILDRED P. MOORE	7048	1,527.02	(37.92)	155.25		1,644.35
T-70 MARK CLAPP FUND	7049	282.57	(51.91)	66.80		297.46
T-76 HIRAM J HAPGOOD FUND	7050	840.87	\$(5.64)	41.92		877.15
T-72 CHARLOTTE CONANT	7051	1,487.59	(16.20)	128.07		1,599.46
T-74 MINNIE DAVIS FUND	7052	297.94	(3.44)	27.64		322.14
FLORENCE GRANDINE FUND	7053	3,164.69	(166.14)	805.73		3,804.28
GEORGE J. KASHUA TRUST	7054	3,967.35	(21.50)	140.97		4,086.82
ACTON MEM'L LBY FUND ENDOW	7055	274,451.82	(3,783.72)	10,141.03		280,809.13
TOTAL LIBRARY & ED TRUST		299,807.42	(5,009.89)	13,994.66	(252.68)	308,539.51
TOTAL EXPENDABLE TRUST		1,597,126.08	(155,513.74)	131,979.33	(1,537.44)	1,572,054.23

TOWN OF ACTON
TRUST FUNDS
NON-EXPENDABLE FY05

ACCOUNT	BEG BAL 7/1/2004	EXPENDITURES	REVENUES	encumber	j/e and transfers IN (OUT)	<CALCULATED> END EXPENDABLE BAL PER G/L JULY FY05
PRINCIPAL						
T-16 ELIZABETH WHITE	7002	25,080.00			0.00	25,080.00
T-28 VARNUMN TUTTLE MEM'L	7003	10,000.00				10,000.00
T-05 BETSY BALL CHARITY	7004	10,095.26				10,095.26
T-18 GEORGIA WHITNEY CHAR	7005	14,073.70				14,073.70
TOTAL CHARITY TRUST FUNDS		59,248.96	0.00	0.00	0.00	59,248.96
T-01 CHARLOTTE GOODNOW	7006	3,000.00				3,000.00
TOTAL RELIGIOUS TRUST		3,000.00	0.00	0.00	0.00	3,000.00
T-37 ACTON YOUTH	7007	21,074.00				21,074.00
T-40 JAMES KINSLEY	7008	1,000.00				1,000.00
DRUM TRICENTENNIAL FUND	7009	0.00				0.00
T-02 FIREMEN RELIEF	7010	9,830.00				9,830.00
T-32 W ACTON FIRE RELIEF	7011	0.00				0.00
CONSERVATION FUND	7012	0.00				0.00
TOTAL MISC TRUST		31,904.00	0.00	0.00	0.00	31,904.00
T-17 GEORGIA WHITNEY	7013	15,000.00				15,000.00
T-31 WATSON FUND	7014	2,500.00				2,500.00
T-21 HOIT & SCOTT FUND	7015	500.00				500.00
T-10 DR ROBERT DAVIS	7016	1,000.00				1,000.00
T-20 FRANK HAYWARD	7017	1,000.00				1,000.00
T-03 GEORGE AMES	7018	465.49				465.49
T-19 GEORGIA WHITNEY	7019	1,500.00				1,500.00
T-15 ROBBINS & AMES	7020	21,210.08				21,210.08
CAPTAIN ROBBINS	7021	2,500.00				2,500.00
T-13 ROBBINS WOODLAND	7022	1,500.00				1,500.00
T-34 JENKS FAMILY	7023	142,176.26				142,176.26
T-12 ELDRIDGE ROBBINS	7024	1,000.00				1,000.00
T-11 MARTHA DESMOND	7025	3,000.00				3,000.00
T-05 NEW PERPETUAL CARE	7026	741,045.00		87,706.00		828,751.00
T-25 RAYMOND MONUMENT	7027	700.00				700.00
T-06 OLD PERPETUAL CARE	7028	178,259.92				178,259.92
T-04 ARLETTE APPLEYARD	7029	2,000.00				2,000.00
T-26 RAYMOND CARE	7030	2,000.00				2,000.00
T-35 MARY SMITH FUND	7031	2,000.00				2,000.00
T-27 HOSMER	7032	102,238.95				102,238.95
T-29 WETHERBEE	7033	10,000.00				10,000.00
T-36 ERNEST JONES	7034	1,000.00				1,000.00
T-24 BLANCHARD	7035	2,419.24				2,419.24
T-07 AB CONANT FAMILY	7036	1,000.00				1,000.00
T-23 FRANK KNOWLTON	7037	1,000.00				1,000.00
T-22 MRS ONEIL	7038	372.39				372.39
T-33 WELLS	7039	3,000.00				3,000.00
PORTER JENKS	7040	76,977.01				76,977.01
TOTAL CEMETERY TRUST FUND		1,317,364.34	0.00	87,706.00	0.00	1,405,070.34
T-01 HIGH SCHOOL	7041	4,000.00				4,000.00
T-90 KATHERINE M. KINSLEY	7042	9,461.75				9,461.75
T-88 WILLIAM A WILD	7043	9,000.00				9,000.00
T-78 SUSAN/LUTHER CONANT	7044	1,532.00				1,532.00
T-86 LUKE TUTTLE	7045	200.00				200.00
T-84 NEWELL B TAINTER	7046	11,849.79				11,849.79
T-82 LIBRARY PLANTER	7047	1,000.00				1,000.00
T-80 MILDRED P MOORE	7048	2,000.00				2,000.00
T-70 MARK CLAPP	7049	1,142.00				1,142.00
T-76 HIRAM J HAPGOOD	7050	200.00				200.00
T-72 CHARLOTTE CONANT	7051	1,500.00				1,500.00
T-74 MINNIE DAVIS	7052	336.50				336.50
FLORENE GRANDINE	7053	20,672.34				20,672.34
ACTON MEM'L LBY FUND	7055	0.00				0.00
TOTAL LIBRARY & ED TRUST		62,894.38	0.00	0.00	0.00	62,894.38
TOTAL NON-EXPENDABLE TRUST		1,474,411.68	0.00	87,706.00	0.00	1,562,117.68

COMMISSION ON DISABILITY

The COD concentrated our efforts in four areas of our mission statement.

Community Access

We established effective lines of communication with the Acton Medical group, and were encouraged to see their addition of automatic door openers on the ground level. We made plans with them to do a workshop on Medical Professionals and People with Disabilities in the spring. We invited students and staff from the Perkins School to visit the Universal trail and give us feedback on how to make it more user-friendly for people with visual limitations (see below) The commission weighed in on variance applications, among them ones by the Faith Evangelical Church, 411 Mass Ave., the South Acton Congregational Acton Church, the Acton Coffee and Ice Cream, Acton-Boxborough Regional High School, and Grey Jr. High School.

Community Education and Training

Our annual table at West Acton Oktoberfest sparked lively discussions on issues of Disability Rights by passersby young and old

We purchased a video from the Mass. Department of Public Health on training Medical and Health professionals on how to interact respectfully with people with disabilities.

We are scheduling to provide this training to Acton Medical and Acton Town Nurses in early '06

We gave a presentation to the AB Community Service Learning group at the High School.

We paid for a school department representative to attend a CAM (Community Access Monitoring) training on ADA and AAB building codes so that we may continue to improve the accessibility of our schools. The bulletin board in Town Hall continues to be updated with current information regarding Persons with Disabilities and issues of Inclusion. Our popular Dining Guide was revised, reprinted, and distributed.

Local Government

We held productive dialogues with the School Department around the various needs of students with disabilities by speaking with Supt. Bill Ryan, former director of Pupil Services, Nancy Kolb, and current director, Liza Huber. We continued to educate the schools around physical accessibility and inclusion (see above)

Recognizing that lack of transportation is one of the biggest barriers for Acton citizens with disabilities trying to lead full lives, we received permission from the Board of Selectmen to research some possible solutions to this problem. The result is a combined effort of the COD and Acton-Boxborough United Way working in a Transportation Committee and the appointment of Antonio Santoro as the new LRTA liaison.

We worked with Tom Tidman and the Friends of the Acton Arboretum in improving the Universal Trail.

We contacted the Department of Public Works, and are teaming with them to deal better with keeping access clear around Acton during the snow season.

Individual Assistance

Over the year we have responded to calls for information and assistance on :moving in (and out) of Acton; parking and signage, legal rights under the ADA; possible discrimination by a Town Official, financial assistance with medical treatment and medication interacting with the School Department; installing a ramp at home, employment, transportation, transportation, and more transportation, Housing, and support groups .

Commission Members

Elizabeth Franklin

John Brako

Ed Leary

Brenda Viola

Janet Feasel

Jean Nigro Ricci

Beatrice Maimone



Fort Pond Brook Place Affordable Housing

ACTON COMMUNITY HOUSING CORPORATION

The Acton Community Housing Corporation, a town board appointed by the Board of Selectmen, continues to fulfill its mission to increase the supply of affordable housing in the town. ACHC exists to facilitate the creation of affordable housing opportunities with priority to Acton residents, children of Acton residents, and employees working in Acton. The committee continues to be very busy overseeing the creation of new affordable housing units. In addition, the ACHC is trying its first hands-on project on a Town-owned parcel on Willow & Central Streets.

Most of ACHC's time in 2005 was spent working with developers and the Town on proposed Chapter 40B developments, participating on the Community Preservation Committee, and exploring options for increasing the number of affordable housing units in Town.

Towne Building Reuse.

The plans to develop the Towne Building into 18 units of mixed income rental are ready to move forward in 2006. The concerns about a private developer constructing on public property and possibly triggering public bid construction concerns were resolved early in the year. DHCD published guidelines for municipalities to follow when in this unique situation. The developer chosen in Sept. 2003, Homeowners Rehab, Inc. of Cambridge, has waited patiently for these issues to be resolved. ACHC is hopeful HRI will proceed with their proposed development.

Franklin Place Condominiums, Chapter 40B development

Franklin Place in Acton Center was fully occupied this Fall. The development is getting rave reviews for its very attractive design of six Cape-Cod duplexes, 12 units total. Three of the units were sold to First Time Homebuyers including two households of adult children of long time Acton residents.

Dunham Lane

ACHC signed off on the completion of the Dunham Park subdivision off High St. The existing 3-BR unit was renovated and sold to a first time homebuyer. An Acton family purchased the affordable unit.

Fort Pond Brook Place, Chapter 40B development

The Fort Pond Brook Place development on River St. began construction in the Spring and will be fully occupied by April 2006. The development is four duplex, farmhouse style buildings with 8 units total. The units are 3-bedrooms, 2.5 baths in three stories and are consistent with the design of the South Acton Vil-

lage neighborhood. The development includes two affordable units, one of which was purchased by an Acton school teacher. ACHC is using \$15,000 of CPA funds to lower the selling price of each affordable unit to \$179,500.

The Woodlands at Laurel Hill, Chapter 40B development

The Zoning Board of Appeals held ongoing hearings for the entire year on this proposed development. The development will be 296 rental units, 1 & 2 bedrooms, and 64 2-BR condominium townhouses. ACHC attended every hearing and gave extensive input for the affordable aspects of the project.

Somerset Hills

The owners of an apartment complex on Wampus Ave. approached the Town about converting the 1 & 2-BR apartments to condominiums under the Town's Condo Conversion Bylaw. The ACHC and the Housing Authority negotiated with the developers who agreed to provide three units for purchase by First Time Homebuyers and one unit to the Housing Authority for low income rentals.

Blanchard Place, Chapter 40B development

A developer brought a proposal to the ACHC for a 12-unit townhouse development at 137 Prospect St. Four of the units will be in a farmhouse-style building facing Prospect St. with eight units being in two separate buildings to the rear of the property. Three of the units will be affordable and sold to First Time Homebuyers. The ACHC endorsed the proposal which will be approved by the state through the LIP process.

Madison Place, Chapter 40B development

ACHC has met with the developers of a new proposed development to discuss their plans for an 8 unit development in 4 duplex buildings. The design is similar to a recently completed Franklin Place. The Madison Place units will have a somewhat different exterior but will be otherwise the same. The developers of Madison Place have shown a great willingness to work in a collaborative approach with the Town.

Madison Place is a small scale development to be located across the street from the North Acton Village zoning district, a designated village center in the Acton Master Plan. Its location is consistent with state and local Smart Growth principles in concentrating denser development in village centers and providing a diversity of housing options. Although there is not yet a North Acton Village Plan, the basic zoning is in place as a result of the Master Plan votes taken in 1990. This development's proximity to NARA and the Bruce Freeman Rail Trail is also a significant positive for the location.

Willow/Central, Chapter 40B development

ACHC members Ryan Bettez and Nancy Tavernier have worked very hard to develop a proposal for the re-use of a parcel of Town-owned land on Willow and Central Streets for affordable housing. The parcel was taken for back-taxes in 1995. The ACHC proposes to build a duplex farmhouse style building on the Central Street side of the parcel and a single family bungalow style building on the Willow Street side. The duplex would contain a 3-BR unit and a 2-BR unit; the bungalow would be a 3-BR unit. The conceptual design was created with input from the neighborhood. ACHC received a state grant to fund the preliminary design work.

The units will be sold to low-moderate income households with incomes no greater than 80% of the Area Median Income. An option for one of the units is to sell it to the Acton Housing Authority for use as a rental unit for low income families. Other options include selling a unit at a deed-restricted below-market price or as a market unit to help finance the project. Proceeds from the sale of the units, CPA funds, gift funds, and grants will be part of the development revenue mix.

The Board of Selectmen voted to give ACHC site control of the property. ACHC has been given a site eligibility letter by the DHCD LIP program and will apply to ZBA for a Comprehensive Permit. Once the Comprehensive Permit is approved, ACHC will prepare an RFP and the project will be put out to. ACHC will select the developer who will complete the development according to the conceptual design and whose proposal best meets the RFP. Town Meeting will vote to authorize the Selectmen to convey the Property to ACHC who will then transfer the ownership to the developer.

Soft Second Loan

The Town was approved by the DHCD as a Soft Second Loan community allowing First Time Homebuyers to get a discount on their mortgage expenses. Several local residents took advantage of the program in 2005. Local banks are anxious to provide help with this program to Acton residents.

Community Housing Plan

The ACHC funded consultant Judi Barrett from Community Opportunities Group, Inc. to facilitate the development of a Joint Comprehensive Policy Permit Statement for the Planning Board and Board of Selectmen to approve. The work is nearly completed on this activity. This was a recommendation from the Housing plan, "To Live in Acton" completed last year.

First Time Homebuyer Course

The Town contracted with David Singer from the Framingham based SMOC agency to teach a 4 week course to educate future First Time Homebuyers about the nuts and bolts of

financing this purchase. Twelve families attended the course and all received certification which will allow them to access the Soft Second Loan program and to purchase an affordable home through the Lottery program for local units. This was the second year ACHC had sponsored the course.

Community Preservation Committee

ACHC Chair Nancy Tavernier continues to serve as an Associate member of the Community Preservation Committee. The ACHC received Town Meeting approval for its CPA request for a Community Housing Program Fund at \$160,000. ACHC intends to use the money to add affordable units to the housing stock either through new construction or by buying down an existing unit. ACHC has submitted a proposal to the CPC for 2006 that would fund the land acquisition costs for the Willow/Central parcel from the town at \$160,000.

Affordable Unit count for 2005

The current total of subsidized housing units in Acton as of December 2005 is 183, of which 25 are affordable home ownership units and three are rentals under the oversight of ACHC. In addition to the ACHC units, 155 units for low income rentals under the control of the Acton Housing Authority are included in the total count. This represents 2.39% of the total housing units in the town as affordable. This could be a record year for new affordable units if The Woodlands is approved, it will move our count to over 6% since all rental units are included in the count, even the market units.

This was a very busy year for the members of the Acton Community Housing Corporation but always interesting. We would like to thank the Board of Selectmen, Town Staff, and the participating developers for a productive and rewarding year. In July 2005, Betty McManus retired from the Acton Housing Authority. Betty has carried the administrative duties of the ACHC for the past 20 years. Fortunately, Betty has stayed on the ACHC as Clerk.

As Chairman, I would especially like to thank our very loyal and talented committee members. Without their dedication, there would be little progress made in the affordable housing effort.

Chairman	Nancy Tavernier
Vice Chairman	Ryan Bettez
Clerk	Naomi McManus
Members	Dan Buckley
	Robert Whittlesey
Associate Members	Kevin McManus
	Pam Shuttle
	Bernice Baran

COUNCIL ON AGING

The Acton Council on Aging provides services and programs to citizens 60 and over in the Town of Acton. The Smith-Cloonan Senior Center, the locus for these services, is located on 50 Audubon Drive in South Acton. In addition to staff offices, the senior center has two large rooms providing space for dining, daily exercise and other classes, group meetings, programs and recreation. A smaller room accommodates health clinics, computer classes, legal consultation and tax appointments. The Minuteman Senior Services lunch program takes place in the dining room four-days a week. Home delivered meals are offered to homebound seniors five- days a week.

The Council on Aging staff is available 8 to 5, Monday through Friday, to provide resource information and consultation to seniors and their families and to make referrals to other community agencies when appropriate. Staff members are Jean Fleming, Director, Barbara Winders, Assistant to the Director, Carol Steiner, Outreach/Volunteer Coordinator, Debby Mozzicato, Program Coordinator, Ron Paskavitz, Van Driver and Steve Ryan, Substitute Van Driver. Edith Dietrich is the Minuteman Senior Services meal site manager.

The COA budget is funded primarily by the Town of Acton. An annual grant from the State Executive Office of Elder Affairs funds limited additional staffing hours. The Friends of the Council on Aging fund numerous classes, programs, special events and day trips. We thank Linda Duvel, retiring president of the Friends, for her 25+ years of commitment to Acton seniors.

New programs this fall featured a four part evening informational series geared toward the younger senior "looking ahead to retirement". Information on health insurance, financial and legal planning, real estate updates, lifestyle changes and volunteer opportunities was well received. Another exciting new program is the "Elderberries", our first venture into the world of television, as this monthly program which started in September airs on local cable channel 8 several times daily. A committed, creative and energetic group of 18 seniors produces this program each month, which features not only senior center events but people and events of interest around town! We invite you to tune in; be informed and entertained!

Cultural events have included more "in house" presentations by historical and art museums before field trips to the museums themselves. Ongoing Senior Art exhibits enhance the living room space as program participants and visitors appreciate the breadth of local senior artistic talent.

Our Bridge class bid a fond farewell to Ger Krabbendam. Her dynamic teaching style re-invigorated this group of card enthusiasts, who continue to play informally and have planned social/dinner get-togethers as well. The fall opera workshops on Puccini attracted a record number of seniors interested to listen and learn. Ongoing classes include two levels of aerobics,

"Stretch and Flex", watercolor and drawing classes, quilting instruction (quilters donate a beautiful quilt to "the Friends" each year to be raffled off), genealogy and book discussion groups. Winter computer workshops complement individual instruction offered in the spring and fall.

The new "Mens and Ladies Breakfast" has been well attended. After lunch, seniors enjoy pool, ping-pong and card games. Weekly movies are screened on our large screen TV. Live entertainment is offered throughout the year by amateur, professional, and scholastic musical groups. Day trips are planned several times a year to museums, flowering gardens, Boston Symphony rehearsals, ballgames, boat and train tours and of course, restaurants!

Assistance with income tax applications is offered by trained AARP tax volunteers and free legal consultation appointments are offered bi-monthly by a local elder law attorney. Podiatry, blood pressure and cholesterol clinics are scheduled by the Acton Public Health Nursing Service. A monthly hearing clinic is available. Health insurance counseling is provided by the Acton SHINE (Serving Health Information Needs of Elders) volunteer, supervised by Minuteman Senior Services. Due to the impact of the new Medicare Part D program, the SHINE volunteer has scheduled weekly appointments with seniors here and will continue to do so as seniors make their choices of pharmacy plans over the next few months. Resource information is provided in areas of housing, legal and financial assistance, adult day care, home health services, residential care facilities, with specialized resources for Alzheimer's care. Long distance caregivers also receive assistance via phone calls and our web site. Residents receive help preparing fuel assistance applications as well as accessing other state and local fuel assistance programs.

"Caring Never Ends," a program educating seniors about resources for developmentally disabled family members, was developed and presented in conjunction with the Bedford COA, PALS and Minuteman ARC, with funding from the Executive Office of Elder Affairs.

A monthly evening caregivers' group has provided ongoing support. The widows/widowers support group is now planning monthly social luncheons. The Friendly Visitor program provides companionship to isolated seniors and an opportunity to socialize at Senior Center events. The RUOK phone check in program is coordinated with the Acton Police Department. The Handyman program meets the requests of seniors for minor home repairs. Durable medical equipment is donated by seniors and loaned out to other seniors in need. Every senior in Acton receives a "File of Life," a form that details medical emergency information and is stored in a magnetized packet for the refrigerator door. The Senior Work program, coordinated by the Acton Dept. of Human Resources, provides opportunities for temporary employment in municipal departments. Seniors earn up to \$750 each fiscal year in this program designed to provide assistance with real estate taxes.

The Council on Aging van is a ten-passenger van with wheelchair capacity, which transports seniors and disabled adults within the towns of Acton, Concord and Maynard. Fares are \$1.00 each way within Acton, and \$1.50 each way out of town. The COA van and another local van, the Road Runner, are both administered by the Lowell Regional Transit Authority (LRTA). The LRTA has recently added service to Westford and Boston hospitals once a week, scheduled directly with the LRTA office in Lowell.

Information about all programs, classes and services is detailed in the COA Senior Citizen Newsletter, mailed nine times a year to senior citizens.

We greatly appreciate our versatile, talented and hard working corps of volunteers (currently 240 individuals plus community groups)! The COA Board advocates for seniors, with continued focus on real estate tax relief, maintaining frequent contact with legislators and town officials. The Friends of the COA fund many COA classes and programs, subsidize day trips, administer the Emergency Fuel Assistance Fund and mail the "File of Life" to each senior's home. Volunteers deliver meals to homebound seniors each weekday, help serve special luncheons, teach classes, do minor home repairs, prepare the monthly special breakfast, create quilts, lap robes, hats and mittens to donate to those in need. They provide tax assistance, legal counseling, prepare the newsletter for mailing, answer office phones and organize our library and video bookshelves. Friendly Visitors provide welcome companionship to isolated seniors. All these volunteers are honored at our spring Volunteer Breakfast.

The Acton Lions Club and Acton-Boxboro Rotary Club provide seasonal dinner events for over 100 seniors at the Senior Center. Theater III provides free dress rehearsals and Video Signals a weekly movie. High school students rake lawns and deliver buckets of "safety sand" to seniors' homes. The Salvation Army, Community Supper and the Friends of the Acton COA assist seniors in need. The Acton Women's Club, school groups, area church groups, an area businessman and private citizens donate food and gifts to others at the holidays.

THANK YOU to all who have volunteered their time, energy and skills to enhance the well being of Acton seniors in so many ways.

Please call the Council on Aging staff at 978-264-9643 for information, assistance, or if you would like to join our group of volunteers.

Submitted by
Jean Fleming, Director

CoA Members Pat Ellis, Chair, Stephen Baran, Anita Dodson, Bill Ely, Catherine Guinee, Gena Manalan, Jan Patrick, Sally Thompson, Paul Turner, Ed Carell, Associate

HOUSING AUTHORITY

The Acton Housing Authority (AHA) owns and operates 142 units of affordable housing and manages 150 Housing Choice Vouchers. These resources are used to provide affordable housing to Acton's low-income seniors, disabled and families. The Board of Commissioners and staff strive to ensure an adequate supply of safe affordable housing. The AHA was established in 1970 and has a five person Board of Commissioners, four are elected and one is appointed by the Governor. The Board is responsible for setting policy and budget oversight.

The AHA is appreciative for the Town of Acton's ongoing support. The Town has awarded the AHA with Community Preservation Funds for a new recreation area at McCarthy Village. The design is complete and construction will begin in the spring. The Town has also provided the AHA with funds to purchase additional condominium units to increase the supply of affordable housing in Acton. Both units are expected to complete construction in 2006.

The State of Massachusetts has level funded housing authorities since 2002. With increasing utility expenses and ongoing maintenance demands the AHA is struggling financially. Federal funding levels continue to decrease. While balancing these shortfalls the AHA continues to pride itself on its proactive approach to assisting residents. Our Family Self-Sufficiency Program (FSS) has helped many families increase their incomes and improve their lives. Over the past couple of years several families have moved from our housing and into home ownership. The AHA would like to thank the Family Self-Sufficiency Program Committee members, the Department of Mental Health and Eliot Community Health Center for the invaluable services they provide to our residents.

The AHA would like to thank the many churches, synagogues, communities of faith, local businesses, the Lions Club and countless individuals and families for supporting our residents during the Holiday season. Your contributions have made a difference in the lives of the people we serve.

Board of Commissioners
Robert Whittlesey, Chair
Jean Schoch, Vice-Chair
Dennis Sullivan, Treasurer
Bernice Baran, Assistant Treasurer
Ken Sghia-Hughes, Secretary
Kelley Cronin, Executive Director

Family Self-Sufficiency Coordinating Committee
 Bernice Baran, Acton Housing Authority
 Kelley Cronin, Acton Housing Authority
 Deborah Garfield, Eliot Community Human Services
 Carol Lake, Community Supporter
 Linda Mathinos, Acton Boxboro Community Education
 Betty McManus, Acton Community Housing Committee
 Patricia Russell, Spring House
 Barbara Smith, Recycling Ministries
 Fran Spayne, Acton Housing Authority
 Ellen Weisstein, First Connections
 Barbara Winders, Council on Aging
 Barbara Whitcomb, Community Supporter

PUBLIC HEALTH NURSING SERVICE

The Acton Public Health Nursing Service, a division of the Health Department has been dedicated to providing quality care to Acton residents since 1923.

We are proud to carry on the tradition of providing highly skilled, personalized services to the Acton community as both a Medicare Certified Home Health Agency and a Public Health entity.

As a Medicare Certified Home Health Agency our comprehensive services include Skilled Nursing, Physical Therapy, Occupational Therapy, Speech Therapy, and Medical Social Worker & Home Health Aide. We are able to bill Medicare, Mass Health and most private insurance carriers for these services. We encourage residents requiring skilled services to know they have a choice in homecare & ask for Acton Public Health Nursing service by name. Our highly skilled staff can provide care in residents home's in close communication with their primary care physician.

Our Public Health Services are quite comprehensive. Each month we provide blood pressure clinics at several locations throughout the community, as well as cholesterol screenings, a monthly podiatry clinic, and influenza & other immunization clinics. We work under the guidelines of the Massachusetts Department of Public Health in the reporting & surveillance of communicable diseases. We continue to work in conjunction with the Health department on the Emergency Dispensing Site Plans. We continue to provide walk-in services at our office located on the second floor of Town Hall for childhood & adult vaccinations as well as blood pressure checks. We encourage residents to call before coming to ensure the availability of a nurse to assist them.

Volunteers and other departments within the town generously continue to provide support to the Nursing Service. The Friends of Acton Nursing Service (FANS) provides ongoing

financial & volunteer support. The Professional Advisory Committee (PAC) continues to provide support in the form of guidance and review. The dispatch center at the Public Safety Facility provides off hours paging services. The Council on Aging provides space where we conduct many of our health promotion activities & screenings. Most generously Dr. Thomas Wong continues to support the Nursing Service by acting as our Medical Director.

In April 2005 Joelle Darcy was appointed as the Administrator after the departure of Janice Logan. Heather Hurley was promoted to Clinical Supervisor shortly thereafter. Janice Boreiko and Kathy Flannery came on board as Community Health Nurses, and Brooke James joined us as Public Health Nurse. We welcome the new staff in their positions & look forward to working with them over the next year. The Acton Public Health Nursing Service is alive and well & looks forward to serving the Acton community for another 75 years!

Public Health Nursing Service Statistical Data 2005

Home Visits	
Skilled Nursing	1482
Physical Therapy	1464
Occupational therapy	41
Speech Therapy	12
Medical Social Worker	22
Home Health Aide	3186
Total	6207
Health Promotion	
Blood Pressure	909
Blood Sugar Screen	33
Cholesterol Screen	21
Influenza immunization	825
Immunizations (other)	78
Lead Screen	2
Mantoux	37
Podiatry care	179
Injection admin	41
Total	2125
Communicable Disease Surveillance & Reporting	
Animal bite	10
Campylobacter	5
Hepatitis B	6
Hepatitis C	4
Lyme disease	9
Pertussis	6
Salmonella	6
Strep Pneumonia	3
Tuberculosis	13
Total	62

Joelle Darcy, RN, BSN, COS-C
 Administrator

SEALER OF WEIGHT'S AND MEASURES

The Sealer of Weights and Measures annually checks the accuracy of all weighing and measuring devices used by all retail and wholesale businesses in the conduct of their trade. This includes scales gasoline and oil pumps, scanners yard goods and measuring devices, as well as investigating complaints in the sale of cordwood.

Number of Devices Sealed

Scales	128
Gasoline Pumps	232
Bulk Storage	3
Scanner Inspections	23
Vehicle Tank	2
Scales not Sealed	1
Scales Adjusted	5
Pumps not Sealed	0
Pumps Adjusted	5

Mark Fitzpatrick
Sealer of Weight's and Measures

Albert JENSEN

U. S. Army	WW II	Jun. 5, 2005	Woodlawn
James J. LEE			
U. S. Navy	WW II, Vietnam	Mar. 27, 2005	Woodlawn
John W. MacDONALD			
U. S. Army Air Corps	WW II	Apr. 28, 2005	Woodlawn
Stephen McCOMBE			
U. S. Navy	Vietnam	Sep. 18, 2005	Mount Hope
Leo D. O'HALLORAN Jr.			
U. S. Air Force	Korea, Vietnam	Sep. 8, 2005	Mount Hope
John Paul SAGANICH			
U. S. Navy	WW II	Dec. 3, 2005	Woodlawn
Elwood R. SCHMIDT			
U. S. Army	Korea	Mar. 27, 2005	Woodlawn
Carlyle Joseph SLETTEN			
U. S. Army Air Corps	WWII	Feb. 14, 2005	Woodlawn
Winslow H. SMITH			
U. S. Navy	WW II	Dec. 4, 2005	Woodlawn
John F. SULLIVAN, Sr			
U. S. Army	WW II	Apr. 6, 2005	Mount Hope
Gordon SZIDAT			
U. S. Army	WW II	Jul. 26, 2005	Woodlawn
William Fidelis TROY, Jr.			
U. S. Army	WW II	Aug. 8, 2005	Mount Hope
Kenneth B. TURNER, Jr.			
U. S. Navy	WW II	Jan. 10, 2005	Woodlawn
Frederick W. SOCHA, Jr.			
U. S. Marines	Vietnam	commemorated in Acton	
with a veteran's marker, remains scattered in Oregon			

In preparation for Memorial Day, a veteran flag standard, an America flag, and a geranium are placed at the grave of each know U.S. Veteran. If this information was omitted on the Burial Permit or Cremation Certificate, we have no way of knowing that your loved one was a veteran unless/until we receive a Government grave marker. The United States Government will provide a bronze or granite veteran's grave marker at no cost to the family, provided that the next-of-kin fills out an application, available from all funeral directors or from the Veteran's Agent, and forwards it to the proper authority.

If you know of a veteran whose grave has not been recognized with a flag and flag standard, please call the cemetery office at 978-264-9644.

VETERANS' GRAVES

The following are the name, branch of service, date of death, and location of interment of the twenty-one known United States Veterans interred in the Acton Cemeteries in 2005:

Leonard Kimball ADAMS			
U. S. Army	WW II	Sep. 1, 2005	Mount Hope
George W. BELL			
U. S. Navy	WW II	Jul. 23, 2005	Woodlawn
Alice F. (Brown) CHRISTIAN			
U. S. Navy (Waves)	WWII	Jul. 31, 2005	Woodlawn
Alan R. DAY			
U. S. Navy	WW II	Jun. 21, 2005	Woodlawn
Richard GALLANT			
U. S. Navy	WW II	May 20, 2005	Mount Hope
Robert C. HENDERSON			
U. S. Army	WW II	Dec. 29, 2004	Woodlawn
Donald B. HODGES			
U. S. Air Force	Vietnam	Jul. 16, 2005	Woodlawn
Philip W. HUNT			
U. S. Army Air Corps	WW II	June. 16, 2005	Woodlawn

ACTON PUBLIC SCHOOLS ACTON-BOXBOROUGH REGIONAL SCHOOLS

EDUCATION REPORT 2004-2005

Introduction

The 2004-2005 school year was bustling with activity. The most significant change was the end of building construction on the main campus as the Acton-Boxborough Regional High School was finally completed. In January the opening of the high school was celebrated with a dedication. In addition, plans were developed to install a new synthetic athletic surface at Leary Field. Also, the districts inducted new faculty and undertook a wide range of projects in the realm of curriculum and instruction.

Enrollment

The elementary enrollment on October 1, 2004 was 2,605, an increase of 52 students since the previous October 1. Kindergarten enrollment decreased by 5 students, from 335 to 330. There were no school choice students remaining at the elementary level. The junior high school enrollment decreased by 13 students, from 930 to 917 with no school choice students remaining. The high school numbers went from 1,683 to 1,725, an increase of 42; there were 3 school choice students remaining – a decrease of 3 students from the previous year.

Personnel

Staffing changes for the 2004-05 school year were affected by the June 2004 retirement of six Acton Public and eleven Acton-Boxborough Regional teachers. Leaves of absence for five ABRSD teachers and seven APS teachers were granted, and eight APS and fifteen AB resignations were received. The twenty-four ABRSD and seventeen APS full-time equivalent new teachers who were hired filled these vacancies and additional openings.

Curriculum and Instruction

Reflecting on what was accomplished during the 2004-2005 school year, one is constantly reminded that the Acton Public and Acton-Boxborough Regional Schools are committed to providing all students with academic and problem-solving skills essential for personal development, responsible citizenship, and life-long learning. This year was no exception, filled with opportunities and challenges in the areas of *curriculum, instruction, and assessment*. **Curriculum** is considered to be “*what we teach children*.” **Instruction** is “*how we teach children*.” **Assessment** is “*how we measure what children learn*.”

In 2004-2005 we developed systemwide curriculum standards and objectives that indicate which skills are important for our students to master. As we prepare students for the 21st century, what we teach and how we teach is central to their success. Our curriculum must include not only what has withstood the test of time, but also what reflects the present and anticipates the future. Information continues to expand exponentially. Our curriculum must continue to challenge our students to develop the skills that will enable them to be thoughtful and reflective problem-solvers in an increasingly complex society. Therefore, it is necessary that our curriculum be a dynamic, living document that changes with new initiatives and provides a clear blueprint of where we want to go and what we want students to know and be able to do. We are continually involved in developing, implementing, piloting, evaluating, and revising curriculum.

Our schools are focused on a culture of achievement in which all learners can attain success. All our resources focus on actualizing this belief. Students learn continually and are surrounded by others—teachers, administrators, and other adults—who are also continuously engaged in the process of learning. Creating a community of learners requires a dedication to continuous improvement on the part of all students, staff, and parents. Our major purpose is to maximize the performance of all student learners and to maximize the accountability and delivery of support systems for access and equity for all.

Highlights in the Area of Curriculum: We take pride in the range and depth of our educational program, its commitment to ongoing curriculum renewal, and efforts to ensure that the instructional programs are responsive to the needs and interests of all our children. We will continue to offer strong academic programs with opportunities for exposure to a wide range of experiences. Curriculum is an ongoing process. It is the roadmap that guides the delivery of instruction and assessment. Curriculum needs to undergo periodic review to respond to the varied and changing needs of students to meet the standards. Therefore, we will review the curricular objectives and align those objectives with state and other learning standards to ensure all students are benefiting from articulated curricula.

We continue to support the districtwide Social Studies initiatives in grades three to eight. The most significant changes occurred in sixth grade, where we implemented a new study of Ancient India and a revised Physical Science unit, now called “Science and Engineering,” comparing the methods used in both those disciplines using an investigational approach. A textbook was purchased for the sixth-grade Ancient Civilizations curriculum in order to provide students and teachers with resources needed to study Ancient India and other cultures. Sixth-grade teachers also formed a study group that met after school to develop lesson plans to support the Ancient India project. In a separate but related effort, the school system offered professional development programs, open to all staff, on contemporary India and on more recent Indian history.

In fifth grade, teachers continued to implement recent revisions in their American History program and worked with the League of Women Voters to implement the "Living Democracy" grant in order to teach citizenship and local government. Teachers also implemented a new science unit called "Simple Engineering," incorporating the science of simple machines into an engineering approach to learning about Physical Science. Fifth-grade teachers reviewed the recent changes to the state's math and English language arts curriculum standards. Fifth-grade classes had a chance to meet with business partners from the community to help expand their understanding of science topics.

In fourth grade, teachers worked to develop curriculum ideas for adding the North American geography into their curriculum and were introduced to the Pine Hawk project, a collaborative archaeological curriculum/preservation activity of the town, the schools, and local museums that arose from a recent significant archaeological dig in Acton. In addition to lesson plans, the project includes a video, large teaching posters and a website.

In third grade, we continued to develop our study of Massachusetts history and geography, and teachers met to share ideas for those programs. Third-grade teachers made several revisions to their math and English language arts standards in order to more closely align with the state's changes to the curriculum frameworks.

In second grade, a new science unit on Balance was developed and implemented, and teachers came together in the winter to evaluate the new program. In addition, teachers received training on engineering design projects that may be able to coordinate with the new program as part of the Boston Museum of Science's initiative, "Engineering is Elementary." Several teachers signed up to help pilot the new materials for the Museum.

First-grade teachers received training from the "Engineering is Elementary" program, including a project on "Windmill Design" that coordinated with their study of Weather. Again, a number of teachers have volunteered to field-test these materials for the Museum.

In Kindergarten, we are adding a study of ladybugs to our "Schoolyard Science" program.

Instructional Opportunities for Growth: During the 2004-2005 school year we established a forum to include educators and two parents to discuss and establish goals in curriculum, instruction, and assessment. The committee met five times year and represented all constituents. We provided high-quality professional development and curriculum Research and Development projects that support the professional growth of all faculty and staff to enhance their knowledge and expertise in content areas, instructional strategies and assessment practices. The variety of professional development opportunities has helped to enhance, enrich and expand the repertoire for effective instructional

practices and to revise curriculum and improve pedagogy while incorporating standards and assessments across the curriculum. The offerings were opportunities for staff to collaborate and reflect on the schools' and districts' goals and core values.

Instructional Technology Initiatives: Many exciting projects were under taken in the area of technology integration and instruction. Teachers at the high school continue to embrace technology as an instructional tool, employing innovative ideas. Students use technology to create art, produce videos, and write music. In the sciences, students use probes, performing physics and biology investigations with online tools from the Concord Consortium. English and social studies departments utilize labs and the library's technology for research. Students have investigated the Renaissance and Pi using Web Quests. Through a STEM (Science, Technology, Engineering, and Mathematics) grant, the high school has acquired a computer-aided design program called Solidworks, which students are using in the CAD program and in a geometry class.

Junior high students have been using web tools to investigate the stock market in math. In addition, science has used web-based tools with the TELS grant from Concord Consortium. The Family Crest interdisciplinary projects require students to use technology to research culture and create a crest to reflect what they have learned. Students are also learning about Internet safety with the iSafe curriculum. The Director of Technology Integration and Instruction has weekly office hours at the junior high to support teachers with their projects.

At the elementary schools, students are using teacher-created Web Quests, making books, using the Internet to research India, learning about simple machines and collecting data with probes.

Community Service Learning Efforts in the Schools: The Acton Boxborough Regional School District received a Partnership Grant to encourage community service learning in grades K-12 in Acton and Boxborough. Service learning is an educational strategy that combines classroom learning and community service. This was the first year that service-learning resources were available to teachers and students in all grades, K-12.

Several community service workshops and professional development opportunities took place at the regional and elementary levels. We presented promising practices at the statewide conference. As a result of these professional development activities, teachers developed a wide variety of service learning projects: 1] an "Empty Bowls" pottery class project at the high school benefited the Acton Food Pantry and a hunger effort in Lesotho, Africa; 2] students in the 8th-grade Life Skills class produced "Health News Broadcasts" to advocate healthy lifestyles to other students; 3] a "Revolutionary War Quilt" was donated to the library by 5th graders at Merriam School; 4] a community service nursing home and nursery school outreach

project, called "Something Beautiful," was undertaken by 3rd graders at Douglas School; 5] a CD video field guide of the Acton Arboretum was created by 6th graders at Merriam School; 6] a letter writing campaign to soldiers in Iraq was held by all grades at Conant School; 7] a "Tree" project for the Acton Arboretum was undertaken by 2nd and 4th graders at McCarthy-Towne; and 8] 1st and 5th graders at Gates School conducted a household goods collection.

In addition to the Community Service Learning Partnership Grant, the district also received a Living Democracy Grant to increase the practice of service learning and implement the Massachusetts History and Social Science Curriculum Framework. Fifth- and seventh-grade teams in all the schools developed projects that help teach history and citizenship while providing a service to the community. The Acton League of Women Voters worked with all sixteen fifth-grade classrooms to develop Mock Town Meetings that encouraged civic engagement on the part of students and their families. At the seventh-grade level, the four teams developed a variety of service learning projects that encouraged civic participation, including the "You Too Can Make a Difference" program, in which students study the biographies of Americans who made a difference and then design a project to make a difference themselves.

Service learning has many short- and long-term benefits to students, to the classroom and to the community. Some of these benefits include: an energized classroom with meaningful hands-on learning experiences, the opportunity for all students to "shine," and the development of the belief that the students are able to contribute and make a difference to the world in which they live.

Chamber's School-Business Partnership Provides Unique Link: Student field trips to local businesses, guest speakers from businesses in the classroom, students shadowing local business professionals at their jobs, and business people offering practical advice to students on finding a job or writing a resume are all part of the rich fabric of opportunities the Middlesex West Chamber of Commerce School-Business Partnership Committee provide to the Acton-Boxborough schools. The partnership began in 1993 and is still thriving. The mission of this collaborative effort involving the Chamber, the Acton Public Schools, and the Acton-Boxborough Regional School District is to "provide opportunities for students, teachers, schools, and businesses to enhance and extend student learning through sharing expertise, programs, and resources in a mutually-beneficial manner for the good of the community." Currently, the Partnership Committee has fifteen members representing large and small businesses, the schools, and the community. Mark Scheier, chairman of the Committee, says of the partnership, "It is hard to tell who benefits the most from our partnerships, the students or the business people."

Each Acton elementary school has two business partners to help enrich the third- and fifth-grade science curricula. Businesses

provide field trips and guest speakers to help show students and teachers connections to the workplace by meeting engineers and architects and seeing products produced in a variety of business settings. The companies that partner with the schools are: The Haartz Corporation, Cisco Systems, Burkart-Phelan, Raytheon, The Office of Michael Rosenfeld, The Design Partnership of Cambridge, and the Holiday Inn of Boxborough Woods.

In addition to the elementary school partnerships, high school elements of the program include job shadowing, where high school students visit a business for a day, and a three-week senior internship program, where high school seniors spend the last three weeks of their senior year working in a business. The high school also has a successful work study program and offers a class called Senior Seminar. In work study, students work in businesses part-time during their school day. In Senior Seminar, students learn practical skills that include how to find an apartment, how to manage finances and investments, and how to write a resume and prepare for an interview. Many local businesses host the field trips and become guest speakers or practice interviewers in the Senior Seminar program. A new website offers businesses an opportunity to post job openings for students and alumni (<http://ab.mec.edu/abrhs/students.html>).

The school business partnership has a website (<http://ab.mec.edu/resource>) where businesses can learn how to work with the schools and school staff can learn how to connect with businesses. It contains a Resource Registry that lists over 85 companies registered and interested in working with the schools. For further information, contact Anne Kingan, School Business Liaison: 978-264-4700, x3498 (akingan@mail.ab.mec.edu).

It's All About Learning: This statement defines and drives everything we do in our schools. We are constantly striving to improve teaching and learning while doing the best for all our students. All students can achieve, provided they understand what is expected and are afforded a supportive learning environment.

We reaffirm the concept of learning as an interactive process that transcends the mere transmission of information. This process is composed of three main elements that influence understanding: what the learner brings to the situation, the learning climate, and the characteristics of the context of the situation. In conjunction with learning, the requisite changes in curriculum, instruction, and assessment are part of a long-term process that is best nurtured over time and thrives best on encouragement.

"The real voyage of discovery consists not of seeking new landscapes, but in seeing through new eyes."

Marcel Proust

Pupil Services

Nursing Services: The school nurses continued to support increasing numbers of students with chronic health conditions, as well as to deal with issues of communicable diseases, such as Pertussis and Varicella. They stayed involved with the state-

funded Essential School Health Services with Consultation grant, with professional development for nurses. The nurses revised and updated the schools' medication administration policy and procedure. They conducted state-mandated vision, hearing, height, weight and postural screenings. The nurses provided ongoing, individualized health teaching to students, staff, and families, as well as community education through Project Wellness. The elementary nurses participated in classroom teaching opportunities, including Human Growth and Development for fifth-grade students, safety and hygiene, scoliosis, and ear anatomy. The nurses at the junior and senior high schools continued work on implementation of the athletic participation form that provides emergency and appropriate medical information about students to their coaches. During Professional Day in March, the nurses attended a Sports Injury Conference at Emerson Hospital and met with the school physicians, Drs. Cooper and Rubenstein, to discuss current school health issues, including the new state-mandated vision screening protocols. For their study group, the nurses began review and update of health office procedures and piloted a new evaluation tool that they had developed the previous year. Due to vaccine shortages, the school nurses did not receive vaccine from the Town of Acton and were not able to offer the annual Flu Clinic for staff members.

The Acton Public Schools Early Childhood Special Education staff continued to provide screening of children for whom there were developmental concerns. Whether on site or at local preschools, this process may lead to special education eligibility evaluation if results warrant.

Now in its eleventh year, the Acton Public Schools Preschool is a well-respected early childhood program option within the community. The interdisciplinary team of early childhood special educators, physical therapists, occupational therapists and speech/language therapists provides a spectrum of early childhood services to identified students. Together the early childhood team continued their implementation of the Mass DOE Early Childhood Curriculum Standards (Early Learning Guidelines), including development of an informal assessment tool used to document student development and progress. The APS Preschool is linked to the APS/ABRSD website. This valuable resource provides information to families of students enrolled and to those who are considering enrollment.

Given the ongoing increased enrollment of students on the Autism Spectrum, a study group met throughout the year with focus on the causes of Autism Spectrum Disorders and some of the teaching methodologies in place. Recent literature regarding the topic was read and discussed. Participants included staff preschool through grade 3 from both regular and special education. The sessions were well attended and very well received. Parents of students with Autism shared personal experiences with the group.

The Acton Public Schools Special Education Department staff (K-6), consisting of special educators, speech/language specialists, occupational therapists and physical therapists, is a cohesive group of talented and dedicated specialists. Educational and therapeutic disciplines communicated regularly. Each department developed long-range goals that supported the Acton Public School District goals.

Staff participated in many professional development opportunities. Through a Massachusetts Department of Education Professional Development Grant, the Special Education Department offered training programs in reading and written language service delivery, speech and language, behavior training via a consultant and strategy instruction. New special educators were trained in Orton-Gillingham, a phonics program, Project READ and updated disability testing.

Last year speech/language specialists studied a range of formal and informal assessments appropriate for assessing students whose native language is other than English. Another focus for department members was to assist classroom teachers in helping students generalize new skills they have learned in special education settings into their classroom work. This type of teamwork really promotes learning.

All staff members worked closely with school and Pupil Services administration, as well as individual classroom teachers. Teachers and specialists designed MCAS alternative assessments for students who were not able to access the regular MCAS assessment. These portfolio assessments were highly-creative documents that reflected students' knowledge of the curriculum, as well as their individual learning goals.

Further professional development occurred within the APS system. Speech and language specialists met monthly to discuss current issues within their field. Specialists who studied ADHD last year provided training this year to their staff. Motor specialists have identified strategies and techniques that are to be used with all primary students with motor and visual-perceptual handicaps. All special education assistants received training on behavior management, generalization of skills, and special instruction and strategies.

The Acton Public Schools English As a Second Language staff member attended trainings on new assessments and regulations. A goal for this specialist was to provide appropriate learning materials to classroom teachers that match the students' knowledge of the curriculum with their knowledge of English.

The Acton Boxborough Regional School District Special Education Department staff consists of special educators, speech/language specialists, occupational and physical therapists. Educators, clinicians, and specialists communicate and collaborate on a regular basis. Special Education TEAMS provide highly-effective services, including detailed and comprehensive evaluation reports and IEPs. Strong parent communica-

tion exists to support families in understanding new regulations pertaining to special education eligibility and recommended services and methodology.

The AB Special Education Department has developed long-range goals that span across the next three years and provide direction for the department. A continuum of services exists between the junior high school and high school, ensuring a highly-organized, specialized range of programs and services in buildings. The district is particularly proud of specialized in-district programs that meet the needs of students with specific and complex disabilities. The district accepts referrals from other local towns for these specialized special education programs.

At both the junior and senior high schools, administrative collaboration with building leadership teams and with regular education staff is a top priority to ensure that special education/speech and language departmental goals coordinate closely with building objectives. A number of important topics were addressed in the past year. One area of collaboration was in updating the Student and Faculty Handbooks, as well as the Emergency Response Plan for both the junior and senior high. Supporting the regular education curriculum continued to be a top priority for the special education department. Research and development opportunities have allowed regular and special educators to develop high-quality interdisciplinary opportunities for regular and special education classes. Finally, an ongoing task force consisting of both special and regular educators monitor regular education test-taking procedures at the high school level, ensuring that appropriate accommodations are provided to special education students while maintaining the integrity of the test-taking/assessment process.

Extensive professional development is offered at Acton-Boxborough to train counselors, psychologists and special educators with regard to new special education regulations, as well as updated information on specific disabilities, service delivery and the latest assessment tools. Newly-hired special education assistants participate in a mandatory special education assistant training that addresses topics such as confidentiality, student records, interpreting IEPs, providing classroom support and more.

Regarding MCAS participation, it is a credit to both special and regular educators that very few students have failed the MCAS. Special education teams thoughtfully consider the needs of students who cannot take the MCAS with standard or non-standard accommodations, and alternative portfolios are assembled. The special education department works collaboratively with the Assistant Superintendent for Curriculum and Instruction to consider the specific needs of all students scoring in the Warning or Needs Improvement range. Additional collaboration and discussion takes place on an ongoing basis regarding eligibility requirements for alternative assessment and the implications for a high school diploma.

The regular education **Academic Support Centers** have increased their focus on meeting the increasing needs of our English as a Second Language population. A review of existing ESL services, and analysis and assessment of areas of need in light of those existing projections, has been a priority. For the 2005-2006 school year, a certified ELL Teacher will be hired to address the needs of our regional ELL population, to increase efforts for improved home/school communication and to address standards related to NCLB. The ELL Teacher, in collaboration with the ASC teachers, will be identifying long-term ELL student needs, improving entry/exit criteria and looking at ways to increase socialization opportunities for students from other countries.

The **Elementary Counselors** met biweekly as a department. This year they read and discussed "Family Matters - How Schools Can Cope with the Crisis in Child Rearing" by Robert Evans. During the Counselors Study Group time, presentations included the following:

- classroom management for the ADHD student,
- suicide prevention and crisis management,
- comprehensive list of area therapeutic services,
- reading resources/list for parents on social/emotional development,
- executive functioning for elementary age children,
- social skill assessment and materials,
- pros and cons of retention.

Counselors and Psychologists have worked together to learn the new WISC-IV (cognitive assessment) and its role in determining intra-cognitive discrepancy for specific learning disability diagnosis. Texts have been purchased to aid in further study of interpretation of WISC score. Elementary counselors and psychologists have increased skills in preschool psychological assessments. Several study group discussions have focused on techniques, procedures, developmental skill lists, and report writing needed for these evaluations.

Counselors and psychologists attended a Sunday Chinese School session, to enhance understanding Asian educational philosophy and cultural values, and professional development sessions on Indian culture. In addition, counselors have served as speakers at the "Wellness Conference" for parents and JHS students, as panel members for parent evening discussion of the "At Risk Survey" results and as presenter at an evening parenting course at an elementary school.

The **Junior High Counseling Department** worked on a new caseload assignment, which assigned counselors to students

by team, as opposed to the alphabetical assignments. Counselors established relationships with Teams and attended Team meetings. In addition, the department supported a revised attendance program to assist the administration in tracking those students with attendance concerns. The department worked on an individual student crisis protocol, as well as a flow chart of student concerns for teachers to use as a resource.

The **High School Counseling Department** was fortunate to have both full-time and part-time school psychology interns to assist in counseling, assessment, and intervention with students with significant social-emotional and learning needs. Counselors enhanced their small-group offerings to students by redesigning the small-group presentations to sophomores and juniors around career exploration and post high school planning. The department also discussed changing the senior essay workshop to include more information about applying to colleges, and the format allowed counselors to work in small groups with their own students. The department continued to work closely with a part-time school social worker, supported by a United Way grant, whose role was to meet with at-risk students. Counselors continued to be involved in the VOICE committee, class advisorships, Best Buddies, and Mentors In Violence Prevention programs.

Acton Public Schools

The five elementary schools – Conant, Douglas, Gates, McCarthy-Towne, and Merriam – have the following in common.

- Each has a School Council, as required by the Educational Reform Act of 1993.
- Vital parent involvement plays an active role in the life of each school. These parents sponsored numerous assembly programs that enriched their school's cultural and aesthetic life with musicians, storytellers, and other performers. They raised funds for school-wide projects; provided volunteers for many in- and out-of-class activities, tasks and services; staffed the "Safe Arrival" hotlines; and also sponsored school newsletters and other activities.
- A number of whole-school events, such as orientation programs for kindergarten parents and children as the school year begins, back-to-school-night open houses in the fall, and a Memorial Day Program in the spring, take place.
- Students use computers, technology, associated software, and the Internet in various ways: to supplement the writing/composing process, to enrich or extend learning experiences in each curricular area, to strengthen the learning of concepts and practice of skills via the Internet.

- The faculty participates in professional development through one or more of these activities: pursuit of formal course work; involvement in systemwide curriculum and instruction review and improvement projects; participation in the districtwide Professional Development Day; and attendance at professional conferences and workshops. In addition, many teachers worked with student teachers. Through their actions, every year the faculty shows that they are truly committed to the concept of being life-long learners.
- Each school has a reception or event to celebrate and honor the parents and volunteers who assist them during the school year.

Acton-Boxborough Regional Schools R. J. Grey Junior High School

R. J. Grey began the 2004-2005 school year with 914 students, 450 in the seventh grade and 464 in the eighth grade on October 1. This was a decrease of 16 students over the enrollment for October 1, 2003. As school began, Craig Hardimon, Principal, welcomed new Assistant Principals Dr. Carolyn Imperato and Larry Fliegelman.

At R. J. Grey, all students are divided into teams. Teaming is the ideal format through which we can deliver those programs and values we most believe in, as expressed in our Statement of Purpose; e.g., meeting the needs of the adolescent, maintaining curricular quality and interdisciplinary opportunities, and creating a sense of community. Due to budget constraints, one team in grade seven was eliminated, leaving four teams in both seventh and eighth grades. Each seventh-grade team had approximately 112 students and five teachers (English, Social Studies, Math, Science, and Spanish and/or French). In grade eight, each team averaged 116 students and five teachers (Math, Science, English, Social Studies, and one of the four "exploratory" subjects that rotated each quarter of the year). World Language teachers are "off-team" in grade eight. Teachers plan integrated curricular activities, which help students see the relationships between the various subjects. The team model allows us to create a strong web of support to enhance student success. A large school becomes a smaller school. With built-in consistent communication among team teachers, there are fewer cracks for students to fall through. Issues are addressed early, and students have the best chance of success. Students have an opportunity to develop close relationships with their teachers, and with a familiar peer group as well.

All students take English, Social Studies, Math, Science, and Physical Education/ Health. The curriculum demonstrates the core values of reading (the English program is literature-based), writing (although skills are primarily taught in English classes, the other academic subjects have adopted the "Writing Across the Curriculum" approach, which provides students with a more

consistent writing approach), Math (with the added skill development of reading mathematical language), and our physical (Science) and cultural (Social Studies) world. Most of our students not exempted by a Special Education Individual Educational Plan take a world language, with twice as many taking Spanish as French. Seventh graders participate in an "exploratory program" that consists of Study Skills, Art, Music and Minuteman Technology Lab I, each of which meets every other day for half of the year. Exploratory courses for the eighth graders are Art, Minuteman Technology Lab II, Life Skills/Health, and Study Skills Technology; these classes last for one marking period.

In addition to the core curriculum, students could elect to participate in band, chorus or x-block. X-block is a combination of curriculum-related mini-courses and study halls with team teachers.

Learning and connecting with members of the R. J. Grey community took place for many students through our extracurricular activities. The interscholastic athletic program included teams in cross country, soccer, field hockey, basketball, softball, track, and baseball. All participants on these teams paid an activity fee, which helped to support these programs. The intramural program was available to all students, meeting either before or after school. These intramurals included floor hockey, basketball, lacrosse, and strength training. Other after-school activities included Art Club, Adopt-a-Grandparent, Jazz Band, Speech and Debate Team, Chess/Board Games Club, the Tolkein Society, Math Counts, Science Olympiad, the Yearbook and the AB Blueprint (school literary publication). The school musical, "Seussical," involved over 150 students and 125 parents. RJ Grey held its second annual Spelling Bee, and the winner represented our school at the Lowell Sun's 65th Annual Northern Middlesex Spelling Bee. The RJG Virtual Art Show, which is located on our website, showcased work from the two art classes, the art club, art projects from non-art classes, and staff. An exciting addition to our school year was the creation of the new Rotunda Project. Each student created a small, self-representative piece of art. These individual squares were then linked together into team groups and hung in the rotunda.

Another way students connected with each other was through involvement in the Student Council. This group helped to plan schoolwide activities, dances, and service learning projects. Several Student Council members continued to serve on the Principal Student Advisory Board. In addition to our annual community service learning projects, such as the Coat Drive, Walk to the West Acton Food Pantry, and collecting for Toys for Tots, student council and teams found new programs to support. Among these were fund-raising bracelets for Asian tsunami relief, a day of maintenance work at local parks and conservation lands, and visiting local community service agencies, such as Life Care Center of Acton.

In our continued effort to address all of the needs of students and parents/guardians, we held our fourth annual Project

Wellness Day. This event brought seventh-grade students and adult family members together at Merrimack College on March 9, 2005 to learn more and better ways to communicate with each other about difficult issues and sensitive topics, ranging from time management to drug use to relationships. Approximately 1,000 students, family members, and staff participated in this event. We also co-sponsored for the fourth consecutive year the parent evening, "Recognizing Adolescent Depression and Anxiety," with the RPTSO, CAFY, and NAMI-Mass. The counseling department facilitated classroomwide sessions in the seventh grade addressing respect, harassment, and bullying behavior.

Other special events during the school year included Halloween Dress-up Day, the Thanksgiving Assembly, Blue and Gold Day (school spirit day), World Language Week, a weekend ski trip to Waterville Valley, the end-of-year seventh grade Fun Fest and eighth grade day at the Thoreau Outdoor Center, and the Student Recognition Assembly.

Throughout the school year, several groups met regularly to look at the future of R. J. Grey and to consider ways we can continue to meet the academic needs of our students. The entire staff, as well as a committee of department leaders and staff representatives, continued to look at the parts of the program that are highly valued in order to preserve them, and also looked at ways to enhance the learning opportunities of all students. Based on data from the prior year's NELMS report, the faculty decided to explore several of the hallmarks of effective middle-level education, such as interdisciplinary teaching, text study, and advisory. An Advisory committee began the work of investigating implementation of an advisory program at R. J. Grey.

The School Council, consisting of five parents, one community person-at-large, four staff members, four students, and the principal, addressed a wide variety of issues and made recommendations to the administration, which were very helpful. The Student Council continued to have a strong voice in the development of the school and the overall school climate. An active P.T.S.O. organization (for families in grades seven through twelve) planned, organized, and assisted with many events at R. J. Grey. Parents/guardians were invited to attend monthly noontime informational meetings with both the RJG and ABRHS principals, who presented reports and answered questions. The P.T.S.O. also sponsored evening programs designed to provide information about the schools. In addition, the P.T.S.O. Newsletter, *Shades of Grey*, and the P.T.S.O. e-mail list helped us to better communicate with families about our school. Our principal continued to distribute his weekly email newsletter to parents, "Grey Matters," and offered monthly "Drop-In" hours to facilitate more communication between home and school.

In October 2005, R. J. Grey (as well as the high school and elementary schools) received the results of the state-mandated MCAS (Massachusetts Comprehensive Assessment System) tests from the previous spring. We continue to be proud that our students' scores compared favorably with the top-perform-

ing schools in the state. This is a result of the high quality of teachers and teaching, an excellent curriculum, fine students, and the supportive families who make education a priority for their children.

We also learned that our participation in the NEAP Test, or Nation's Report Card, helped to make Massachusetts students number one in eighth-grade Math and English.

At the end of the 2004-2005 school year, one veteran staff member, Richard Hens, retired after many years of service to our school. This professional devoted decades to our school community and touched the lives of several hundred students and families. We thank him for his many years of leadership, support, and dedication to the students of R. J. Grey Junior High.

Acton-Boxborough Regional High School

Post Secondary Education: The ABRHS Class of 2005 was comprised of 378 students; of these, 90% enrolled at four-year schools, while 4% continued their education at two-year colleges and technical schools. Consistent with the national trend and with that of previous AB classes, 178 seniors (50% of those applying) submitted Early Decision or Early Action applications.

Standardized Test Results: Average SAT scores for 2005 seniors again exceeded those of state and national populations. This is significant since 99% of AB students took the SATs, compared to the state average of 86% and the national average of 48%. Our average combined score for the SATs was 1247, which is 219 points higher than the average combined Massachusetts score of 1028.

National Merit Scholarship Corporation: Ten members of the Class of 2005 achieved semi-finalist recognition; 49 others received letters of commendation.

National Honor Society: There were 118 members of the class of 2005 inducted into the NHS.

National World Language Honor Societies: In 2005, seventy-three ABRHS students qualified for membership in local chapters of the National French and Spanish Honor Societies.

National, Regional, and State World Language Competitions: Five ABRHS students placed nationally in the National Spanish Examination in 2005; fifty-four students placed statewide. Fifty-three students placed both nationally and at the chapter level in the National French Contest.

World Language Achievement Awards and Leadership Award: Twenty-seven students of Spanish and French were recipients of the World Language Achievement Awards. These students, who achieved the highest average in their language classes for the year, represented all of the levels that are taught

in the department. Allison Schneider was the recipient of the Leadership Award; Kate Rosenkranz received the Excellence in Spanish Award; and Matthew Fisher-Post received Excellence in French.

Academic Decathlon Team: In its 17th year of competition, this team of nine regulars and twenty alternates placed first in the Massachusetts State Championship, which was held in March 2005. A total of forty-five Massachusetts high schools competed. In addition, the team placed 9th overall in the country. English teacher Andrew Crick coached the team.

Mathematics Team: In the 2004-2005 season, ABRHS finished in third place in the Massachusetts Mathematics League and then finished in third place in New England among large schools at the New England Math League Competition in May 2005. Six students from ABRHS were finalists on the state Mathematics Olympiad examination: Andrew Kuo, Alex Kazberouk, Patrick Wu, George Hong, Feigi Jiang, and Susan Yao. There were sixteen ABRHS students for the National Exam: Feigi Jiang, Andrew Kuo, Song Wang, Lee Dietterich, Nikhil Pradhan, Alex Kazberouk, Ashwin Suresh, Damian Ancukiewicz, Rashmi Jasrasaria, Jonathan Eisenberg, Patrick Wu, Susan Yao, Paul Dovnar, Andrew Dai, Lucy Li, and Michael Ryan.

Speech and Debate: The ABRHS team had 130 members throughout the 2004-2005 academic year. Students competed in twenty-three novice and varsity events, ranging from Model Congress to Poetry Reading. ABRHS was the only school that placed in every state-sanctioned tournament, placing in the top three on nine occasions and winning on three – a best-ever record for the team. The ABRHS team qualified the maximum thirty-four competitors for the Massachusetts Forensics League State Championships, where the team placed third out of thirty-five teams. ABRHS also produced an individual state champion, Katie Ames in Humorous Interpretation. Six competitors qualified to represent Massachusetts at the National Championships in Milwaukee. Mark Amoroso, a sophomore, reached the national semi-finals in Student Congress.

Athletics: During the 2004-05 school year, participation in athletics grew to a level exceeding 1,700 students in grades 7-12. In the fall season, our Girls Swim team ranked second in their sectional and at the state meets. Our Football team finished with a record of 13-0, winning the Dual County League for the 12th consecutive year. The team also won their 4th consecutive MIAA Division 1A Super Bowl championship and was named the #1 team in Eastern Massachusetts by the Boston Globe. Our Boys Soccer and Field Hockey teams each qualified for post-season play. The Field Hockey team was divisional runner-up, and the Boys Soccer team won the Division 1 North Championship.

In the winter, many of our teams enjoyed successful seasons and qualified for tournament participation. The Boys and Girls Basketball teams qualified for tournament play, with the boys being Divisional finalist. Alpine Ski also participated in the

State Championship Race, with Jake Segal winning the State's Giant Slalom crown. The Girls Indoor Track team was DCL Champions, and the 4x100 relay team won the New England championship.

As in the previous seasons, the spring was also a successful time for our teams. Our Softball, Girls Lacrosse, and Boys Tennis programs all extended their seasons in post season play. The Tennis team finished the season as Divisional finalist. Numerous girls and boys qualified individually for the state meet in track and field.

Proscenium Circus: Proscenium Circus continues to grow in its membership and productions each year. In 2004-2005 the students displayed remarkable talent and energy in nine productions. Students participated in productions in a number of ways: sound, lighting, set construction, stage management, publicity, ticket sales and, of course, stage performance. Over 100 students participated in the performance of *Ten Things I Hate About You*, adapted for the stage by Stephanie Hoban, the PC advisor. The musical, *Anything Goes*, was another winning show by the great team of Linda Potter and Jeannie Furlan. In the spring, Proscenium Circus' spring show, designed to showcase the high-caliber acting talent of AB, produced *Moon Over Buffalo* with Shawn Canon-Bahe, a first-time director at ABRHS. We had amazing performances by a bevy of departing seniors. Finally, the year of performances ended with the student-directed class play competition, which is always fun and popular.

Performing Arts: The Performing Arts Department continued its outreach and service to the community. Performances at the Memorial Day Parade, West Acton's Oktoberfest, and numerous senior gatherings are a few. We had fourteen students selected to perform in the concert band, chorus and orchestra at the Northeast Senior District Festival, which was held in January; ten of these earned an All-State recommendation. Our Madrigal Singers performed a Madrigal Dinner for the community in which they performed a Renaissance-style dinner theater. A trip to New York City, where the chorus earned the highest ratings and sang at the Riverside Church, was an outstanding experience for our chorus members.

Peer Leadership Program: Peer Leadership had another very successful year with over twenty dedicated students. The peer leaders facilitated alcohol/drug awareness programs in Acton's elementary schools, led social development programs at R. J. Grey Junior High, and engaged in smoking awareness programs.

The School Newspaper: *The Spectrum* includes articles and photography of interest to the ABRHS community. Staff members and editors work in a variety of capacities, including writing, photography, layout, copy editing and advertisement sales. *The Spectrum* has a staff of approximately fifty students and publishes five issues. For four consecutive years, the paper has received an award for Excellence in Writing from Suffolk University.

The Literary Magazine: Each year the student Literary Magazine produces and publishes two issues of a collection of student writing and artwork. To generate submissions, a contest is held prior to each issue with separate categories for artwork, poetry, and short stories. All layout and printing—copying, collating and stapling—is done in-house by the students.

Idiosyncrasy: The high school cultural magazine, *Idiosyncrasy*, began three years ago when a group of enthusiastic students approached English teacher Dennis Kavanagh with the idea; since then, the magazine has put out many issues focusing on such regions as the Middle East and Polynesia/Micronesia. This year we decided to make several changes to the magazine to make it more relevant and appealing. For instance, each issue of *Idiosyncrasy* is now based on a theme instead of a region.

Harvard Model Congress: Ten juniors represented ABRHS at this four-day government simulation. The Acton League of Women Voters generously underwrote their participation. Those representing ABRHS were Marty Benson, Hillary Burgin, Robert Duggan, Sarah Linet, Julia Rey, Smarth Bhargava, Maureen Dane, Ariel Klein, Danielle Raad and Kathy Ward.

Girls State: Two juniors, Kara Lafferty and Kelly Delorier, attended with the support of the Maynard Emblem Club.

Career Exploration Activities: Beginning in November, approximately 160 students made one-day job-shadowing visits to a variety of work sites. This program owes its success to the participation of parents and local businesses, some of which also sponsor a Job Shadowing Kick-off Breakfast in November. At three Career Breakfasts during the year, career speakers talked to groups of students interested in their fields of work. About thirty members of the senior class completed three-week full-time internships at the end of the school year. Other career exploration activities include the Senior Seminar course, the Work Study Program, a website listing employment opportunities for high school students, and workshops on résumé writing and searching for jobs and internships.

Senior Community Service Day: On April 29, the class of 2005 spent the day working on volunteer projects in and around Acton and Boxborough. Before the seniors began their projects, they were served breakfast at the school by the faculty and administration. This was the eleventh year that the senior class has organized a Senior Community Service Day.

Community Service Activities: The school's "Accept the Challenge Program" encourages every student to become involved in some way in volunteer activities, either during the school year, during the summer, or both. The school held its fifth Community Service Awards night on January 17, 2005, at which over 450 students received recognition for their volunteer efforts. In addition, ABRHS received a Community Service Learning grant (through the Massachusetts Department of Education) that funded curriculum-based service projects and professional development for staff.

The Performing Arts

Many exciting events took place throughout our elementary schools. In addition to their weekly music-learning experiences in the classroom, each of our schools held a number of class plays/musicals and choral/band concerts. The elementary school bands came together to march in Acton's Memorial Day Parade. This has become a wonderful tradition for our band program, beginning in grade 5. The band program also finished the year with a townwide band concert combining the five elementary school bands. The 300+ students involved were a sight to see and hear!

At the R. J. Grey Junior High School, fifteen students were selected to perform in the concert band, orchestra or chorus at the MMEA Northeast Junior District Music Festival held in March. The Band and the Chorus performed winter and spring concerts, displaying their improving musicianship, and did a great job providing support and building esprit de corps at school assemblies. The students of R. J. Grey performed a musical, "*Seussical*," to sold-out audiences for six consecutive performances.

At the Acton-Boxborough Regional High School, our Band and Chorus continued to reach out to our communities as they performed at numerous events, including West Acton's Oktoberfest, Mt. Calvary's Senior Luncheon, the Acton Council on Aging, and the Acton Memorial Day Parade. Proscenium Circus's presentation of "*Anything Goes*" continued the fine tradition of outstanding musicals presented in past years. We had fourteen students selected to perform in the concert band, chorus and orchestra at the MMEA Northeast Senior District Music Festival held in January; ten of these students earned All-State recommendations.

The Visual Arts

In the ongoing process of curriculum articulation and review, the Visual Arts staff initiated a visual journaling component for the grades 5 through 12 curriculum. The goal for this initiative is for students to practice the process of developing ideas by creating multiple planning sketches.

Throughout the school year, student efforts and accomplishments in the Visual Arts program were exhibited in each of the systems' seven schools and the Administrative Building Conference Room, as well as in off-site settings. Student artwork appeared in various school newsletters, and a kindergarten student's drawing graced the cover of the Kindergarten Handbook.

In the highly-competitive Boston Globe Scholastic Art Awards, 13 ABRSD (11 high school and 2 junior high) students received a total of 14 state-level awards. These awards included: 2 Gold Key Awards, 5 Silver Key Awards, 7 Honorable Mention Awards. The Gold and Silver Key student work was exhibited at the State Transportation Building in Boston during January and

February. Award-winning students were recognized at an awards ceremony at Hancock Hall in Boston. Student work receiving Gold Key Awards was sent to New York for the National Scholastics judging. Two high school art teachers, the Visual Arts Director, and four high school students assisted teams of judges during the day-long Scholastics judging process held at the State Transportation Building in January. The AB Visual Arts Director also serves on the Massachusetts Scholastics Advisory Board.

Two high school students were among 140 high school juniors statewide who were selected to participate in Art All-State at the Worcester Art Museum in May. Art All-State is a weekend-long program for high school art students to work with their peers and with practicing artists who serve as mentors. Each district is limited to two student applicants. Selection is based upon slides of student work, a written application and an interview with a team of art educators. The APS/AB Visual Arts Director is among those art educators serving on student interview panels.

Students in the high school Art History and Junior/Senior Portfolio classes traveled by bus to visit the Metropolitan Museum of Art in New York City. The museum visit supported units of study in these courses. The field trip was organized by the three high school art teachers.

One high school art teacher, working with ABCO, directed the "Empty Bowls Project." Students created clay bowls that were sold to raise money to ease world hunger. Money raised from this project was donated to the Acton Food Pantry and to Lesotho, Africa. A relative of an AB staff member, who serves in the Peace Corps, was the Lesotho contact.

AB graduates who are majoring in art at the college level returned to AB to share their experiences with students in the Junior-Senior Portfolio class. Advice on the college application process was also shared.

Students in the high school Junior/Senior Portfolio class prepared and exhibited their work in a show entitled "Elections," which was held at the Acton Memorial Public Library during the spring. Junior-Senior Portfolio students also designed and donated thirteen large paintings to the high school Counseling Center. An Acton resident provided the funding for this project.

Seventh- and eighth-grade students at R. J. Grey had the opportunity to participate in an after-school art club that met once a week. Eighth-grade students made two field trips to the Museum of Fine Arts in Boston to support units of study in the art and social studies curricula. A Virtual Art Show, highlighting artwork from both seventh- and eighth-grade students, was posted on the RJG website in May. An opening reception was held for students, parents and teachers in an RJG Art Room.

The grade 8/Art 2 art teacher at RJG organized and led the school-wide "Unification Project," where students and staff were encouraged to create an identity square that voiced their personality and personal interests. The squares were assembled into "quilts" by the teams and hung in the RJG Rotunda area as symbols of the school's unity.

During March, Acton and Acton-Boxborough student artwork was included in the annual Youth Art Month Show at the Worcester Art Museum. Over fifty student works were included. There was an opening reception for students, their families and art teachers. The Conant, Douglas, Gates, and Merriam Schools, as well as RJ Grey Junior High and the Acton-Boxborough Regional High School, were represented in these shows.

Some Gates and Merriam student artwork was exhibited at the National Art Education Conference held in Boston in March. This work was part of an exhibit of student work from schools throughout the state, depicting scenes and symbols of Massachusetts. One elementary art teacher and the Visual Arts Director were among the art educators making presentations at this national conference. The theme of their presentation was the role of art in all-school theme days and field trips at Merriam School.

Grade 5 students at the Conant School participated in an online art gallery through the website Artsonia. Students were able to display their own work and also view work from other schools in the United States and many countries worldwide. The Conant Gallery was organized and posted by the Conant art teacher.

A series of life-sized mummy case designs, quilt-type hangings based on ancient Egyptian symbols and connected to the grade 6 studies of ancient civilizations, was exhibited at the Acton Memorial Library in the spring.

Several book groups were offered for art teachers. The topics of the books focused on art education practices.

All K-12 art teachers organized and exhibited their work in an art faculty show at the Continental Café Gallery in Acton during the month of March. This show was titled "After Hours." During the summer the work of two art teachers was exhibited in the juried show, "Stories Out of School," at the Gibbs Gallery, Arlington (MA) Arts Center.

Technology

During the 2004-2005 school year Priscilla Kotyk, Director of Technology Integration and Instruction, and Steve Hall, Director of Information Technology, collaborated to create an integrated technology department to address both curriculum integration support and technical equipment/infrastructure support.

High School: The High School Building Project was completed on time and on budget. The new technology provides enhanced teaching and learning environments. The new technology introduced in the building project includes:

- fully switched network with gigabit backbone;
- wireless connectivity for teacher and student laptops;
- cross-platform file access;
- improved server infrastructure;
- network and server management systems;
- multimedia classrooms (ceiling-mounted video projector, sound system, DVD/VCR combo unit, and connectivity to laptop/desktop computers);
- laptop computers for teachers;
- wireless laptop mobile labs for students;
- new computer labs for Cisco Academy/CAD, graphic arts, world language, music/communications, and the library.

High school teachers attended technology training during the summer and throughout the school year in order to learn how to fully utilize the new technology available to them.

Many exciting projects were underway in the area of technology integration and instruction. Teachers at the high school continued to embrace technology as an instructional tool, employing innovative ideas. Students used technology to create art, produce videos, and write music. In the sciences, students worked on physics and biology investigations with online tools from the Concord Consortium. English and social studies departments utilized stationary and mobile labs in addition to the library's technology for research. Students investigated the Renaissance and Pi using teacher-created WebQuests. A grant funded "Solidworks," a computer-aided design program that students used in the CAD program and in a geometry class.

Junior High School: At the Junior High School, the technology committee surveyed teachers about classroom technology and access to computer labs. Based on the survey results, a laptop mobile lab for students was purchased and is being used to augment the existing computer labs. In addition, video projection systems were purchased for select classrooms to enhance the learning process.

In the area of technology integration and instruction, junior high students employed web tools to investigate the stock market in math. In addition, science used web-based tools with the TELS grant from Concord Consortium. The Family Crest interdisciplinary project required students to use technology to research culture and create a family crest to reflect what they have learned. Students learn about Internet safety with the iSafe curriculum.

Elementary Schools: At the elementary schools, teachers and students used technology to enhance teaching and learning.

Students used teacher-created WebQuests to investigate topics in science and social studies. Second graders learned about simple machines using interactive websites. Third graders published 'Magnificent Me' biographies using computers and Alphasmart writing tools. Fourth-grade students made PowerPoint presentations in astronomy. Fifth-grade students continue to use Oregon Trail in the westward expansion curriculum. Sixth graders researched India and ancient civilizations and investigated micro worlds with digital microscopes. Some teachers attended professional development workshops in order to use Home Page Construction Kit to make classroom websites. The PowerSchool student information system is being used in all schools to manage student data and track information related to DOE reporting requirements.

The district developed a plan to upgrade aging APS teacher computers in order to establish a teacher desktop baseline. Phase one of the plan included technology upgrades at the Conant school – converting iMacs in the Conant computer lab to the Mac OS X operating system and introducing Windows PCs in the administration area.

Summer School

The Acton-Boxborough Summer School runs a four-week elementary and six-week secondary program for students of Acton, Boxborough and the surrounding communities. All classes are held at the Acton-Boxborough Regional High School. The program is entirely self-supporting and offers a broad range of courses. While some students take courses for remedial purposes, most of the classes are taken for enrichment purposes. In 2005, 399 students attended the Summer School, with 85 students, or 21% of the total enrollment, from other school districts. The program is run by director Bruce Oetinger, who oversees a staff of nineteen certified teachers and eight aides.

K-6 courses: Reading, Mathematics, Language Arts (Writing Skills)

7-12 courses: Pre-Algebra, Elementary Algebra Part I SP, Algebra I CP, Algebra I AE, Geometry CP, SAT I and II Math Review, Junior High English, English 9/10, English 11/12, Writing Skills, Creative Writing, SAT I and II English Review, Biology, Earth Science, Chemistry, Spanish I, Spanish II, U. S. History, World History, and Physical Education.

Community Education

The Community Education office is located in the Administration Building, 15 Charter Road, Acton. Its staff organizes, staffs and directs the following programs and activities.

Day and Evening Classes: More than 1,200 classes are offered yearly for children, teens and adults. Classes and other programs are listed in INTERACTION, the Community Education catalog that is mailed four times a year to over 21,000 area homes. More than 13,000 people enroll in classes each year.

Extended Day Program: Serving 225 Acton families and 80 Boxborough families, Extended Day offers quality before- and after-school care for children in grades K–6.

Preschool Program: Located at the Acton-Boxborough Regional High School, the Community Education Child Development Preschool is the laboratory for the Child Development course. Completely funded and staffed by Community Education, the Child Development/Preschool course awards seven credits toward graduation. Preschool has a total enrollment of 49 (21 three-year-olds on Tuesday and Thursday; 21 four-year-olds on Monday, Wednesday and Friday).

All-Day Kindergarten Program: Community Education administers the business affairs of the all-day kindergarten program at Douglas, Conant, Gates, McCarthy-Towne and Merriam Schools.

Summer Day Program: Located at the Administration Building, this program offers three two-week sessions of summer activities to more than 300 children in grades 1–6. Also provided is a Preschool summer program for four- and five-year-olds, vacation programs (offering enrichment activities and day care during school vacations), Acton Escapades, a curriculum-based activity program, and many short sport clinics.

Youth Basketball League: Offering 12 weeks of coaching, practice and league play to more than 1,000 boys and girls in grades 3 and up, the league is staffed with more than 100 paid and volunteer coaches, timers, and referees. Community Education runs clinics for referees at no charge.

Driver Education: Community Education runs a Registry-approved driving school, offering classroom and on-road training to 300 students annually.

Pool & Fieldhouse Programs: Located at ABRHS, the Pool & Fieldhouse Program consists of family open-swim and open-gym times for basketball on the weekends. Also offered in this facility is a full Red Cross Swim Program on Saturdays, a youth swim team, master's swim, morning and evening lap swim, and water exercise classes.

Community Education also conducts classes and schedules drop-in times for the public in the Fitness Center located at the Acton-Boxborough Regional High School.

Scheduling of School Fields: Little League, Pop Warner and Youth Soccer, as well as individuals, businesses and community organizations, receive permits for school field use through Community Education. Fees charged are returned to the schools' Facility Department for field maintenance.

Scheduling Use of School Buildings: All evening, weekend, holiday and vacation use of the seven school buildings is scheduled through Community Education.

Community Education receives no funding from the school districts or town and runs all programs on a self-sustaining basis. Moneys are returned to the following for use of space and equipment – AV, Director of Technology, Physical Education Department, Art Department, Facilities, and the Central Office.

For more information about Community Education and the programs that it offers, call (978) 266-2525.

Facilities and Transportation

We are coming off a very busy year in the Facilities and Transportation Department. We had a very short summer to accomplish our annual summer cleaning, preventive maintenance, and work orders that come up through the course of the year. Our fleet of school buses is maintained on a daily basis, meeting all safety standards and inspected by the Registry of Motor Vehicles on an annual basis.

In terms of major summer projects, certainly the big news in facilities this summer was the installation of our new synthetic athletic surface at Leary Field. Through diligent private fund raising, a Community Preservation Grant, Community Education, and funds left from the High School Building Project, we were able to install the top-of-the-line synthetic playing surface on the market, Field Turf Pro Series. This surface is being installed at NFL and NCAA stadiums throughout the country. We will now have a recreational resource at Leary Field for the schools and the community that will hold up through use seven days a week, twelve hours a day.

In addition to the standard cleaning, basic repairs, and preventive maintenance, other summer work projects we are working to complete or have completed are:

At Conant

- HVAC repairs
- NSTAR lighting retrofit upgrade
- Painting of some classrooms
- Tree removal
- Construction of a handicap-accessible path to the upper playground

At Douglas

- Painting of the entrance, cafetorium and modulars
- New carpet in Modular 2
- NSTAR lighting retrofit upgrade
- Miscellaneous playground and grounds repairs
- HVAC repairs

At Gates

- NSTAR lighting retrofit upgrade
- Road repair
- Tree removal
- HVAC repairs
- Painting of some classrooms

At RJ Grey Junior High

- Sewer repairs
- ADA compliance projects

At ABRHS

- Carpet Auditorium
- Acoustical tiles in main lobby

At Merriam Administration Building

- HVAC repairs
- ADA compliant path at the "Outdoor Classroom"
- Preparation for the coming of Danny's Place

Campus

- Leary Field Synthetic Playing Surface Project
- Painting of parking spaces, crosswalks, and speed bumps

In Conclusion

This report demonstrates that the Acton Public Schools and the Acton-Boxborough Regional School District are complex organizations. Nonetheless, the districts possess a clear mission and vision. They are fortunate to possess a dedicated staff, who make a habit of constant self-reflection and, as resources allow, of renewal.

Our students, teachers and administrators continue to perform at high levels – academically, athletically, artistically, personally and professionally – and so the Acton Public and Acton-Boxborough Regional School Districts maintain a reputation that attracts people to the communities and to our schools. It is our intention to continue to provide the best possible education to the communities and to seek continued financial and moral support for this very important endeavor.

The towns of Acton and Boxborough have a great investment in the schools since the schools serve the communities' youth and adult populations through public schooling, Community Education, and as a center for much community activity. This is a win-win situation for both the towns and the schools that we want to maintain for the future.

William Ryan
Superintendent of Schools

On Behalf of the School Committees
January 2006

MINUTEMAN REGIONAL HIGH SCHOOL

Minuteman Regional School Committee 2005

Charles Olmstead of Acton	Rosalie Barton-May of Lancaster
Laura Morrisette of Arlington	Marjorie Daggett of Lexington
Linda Frizzell of Belmont	Kemon Taschioglou of Lincoln
Kileen Burgoyne of Bolton	Jeffrey Stulin of Needham (Chairman)
Donna Corey of Boxborough	Alice DeLuca of Stow (Secretary)
Nancy Weiss of Carlisle	Atty. Paul Lynch of Sudbury (Vice-Chair)
John Lang of Concord	Mary Ellen Castagno of Wayland
Frank Gobbi, Jr. of Dover	David Harmon of Weston
Student Representative – James Sullivan of Arlington	

After several years of dedicated service, three members left the Regional School Committee in 2005. The entire Minuteman Regional School District thanks Dr. Erin Phelps of Arlington, Dr. Michael Rudd of Concord and Mary Shaw of Weston for their years of service and leadership

Class of 2005 Graduate Achievement Highlights

- 91% of the Class of 2005 graduated into college, employment in their field of study or the US military.
- Commercial & Human Services graduates achieved 94% placement rate with 25 of 48 (52%) enrolled in college and 20 of 48 (42%) employed in their field of study.
- Science Technology graduates achieved 92% placement with 53 of 64 (83%) enrolled in college, 2 of 64 (3%) employed in their field of study and 3 of 64 (6%) enlisted in the US military with 100% of electromechanical engineering, environment science and graphic communications students attending college.
- Construction-Trades graduates achieved 89% placement rate with 16 of 72 (22%) enrolled in college, 47 of 72 (65%) entering the workplace in their field of study and 1 of 72 (2%) enlisting in the US military.
- 100% of Dental graduates passed the National Dental Board examination
- 100% of Early Childhood Education graduates were certified by the Office for Child Care Services.
- 96% of Cosmetology graduates passed the state board examination

- Medical Occupations graduates achieved 100% placement in college.
- Laura Cyr, a Carpentry graduate from Arlington, was honored as an Outstanding Vocational Student of the Year by the Minuteman Regional School Committee, the Massachusetts Association of Vocational Administrators and state Commissioner of Education, Dr. David Driscoll.
- Erin Meister, an Environmental Science student from Arlington, graduated Valedictorian in the Class of 2005 and earned the prestigious University Scholar status for enrollment at the University of Massachusetts at Dartmouth.
- Student speakers at the Class of 2005 graduation ceremony were Valedictorian Erin Meister of Arlington, Salutatorian Kevin Maloney of Stow and Class President Deanna Reynolds of Cambridge.

Laura Ann Cyr

Outstanding Student of the Year 2005

Laura Ann Cyr, a Carpentry graduate from Arlington, is the daughter of Susan Cyr. Ranked sixth in her graduating Class of 2005, Laura has excelled in academics, her technical program of study and sports, and has been active in extracurricular activities. This past school year, Laura held the distinction of being one of the first ever carpentry student-apprentices for *This Old House*, the nationally renown PBS television program, working on the restoration of an old farm house in Carlisle, Massachusetts. During her time at Minuteman she was a member of the National Honor Society, the Minuteman Cheerleading Squad, the girls softball team and an active member of SkillsUSA and a top placer at events competing at in-house, districts and state level competitions. She also holds the honor of being the first girl ever to participate at the state level SkillsUSA competitions in Carpentry finishing tenth in the state in 2004!

Laura has brought honor to her family, community and school throughout her high school years through student activism and leadership both on and off campus, including being the student representative to the Minuteman Carpentry Advisory Committee, her membership in the Arlington Girl Scouts and volunteering with the Salvation Army and Red Cross Blood Drives.

Complimenting her carpentry and construction management studies at Minuteman, Laura has combined her interest in design and computers with an appreciation for math and science as they relate to her field of study. She enjoys both geometry and physics and says that she came to better appreciate these subjects as they were taught both in the academic classroom and her shop through the perspective of carpentry. One of her first obstacles to overcome in studying carpentry was convincing people that she could be a competitive and skilled carpenter regardless of gender. Her grandparents were both carpenters owning a small, but successful business and Laura began working with them at

a young age. She soon demonstrated to her teachers, her fellow students and the *This Old House* crew of Tom Silva, Norm Abram and Kevin O'Connor that she could more than hold her own as a carpenter. In fact, she has been offered a job working for Silva Brothers Contractors after graduating Minuteman.

Laura has also been an outstanding and always willing student ambassador assisting at various school functions including freshman orientation programs, school Open Houses and 8th grade tour programs. Laura has been accepted to a few colleges including the University of Massachusetts and Wentworth Institute of Technology, and plans to enroll majoring in business and/or construction management with later plans to start a general contracting business.

Laura Ann Cyr, Minuteman's Student of the Year, envisions a carpentry and business career in a field that she has enjoyed since working with her grandparents, studying academics and her trade at Minuteman, and hoping to make her mark one day by designing and building some of the most efficient, warm and family-friendly new homes of tomorrow.

2005 Students of the Month

January	Christopher Wise, Needham, Environmental Science
February	Joseph MacDonald, Cambridge, Marketing & Management
March	John Steele, Arlington, Plumbing
April	Benjamin Bonn, Stow, Health Services
May	Ben Goldsmuntz, Arlington, Environmental Science
June	Ben Johnson, Lincoln, Culinary Arts
September	Brenda Lormil, Cambridge, Marketing & Management
October	Pierre Etienne, Lexington, Biotechnology Academy
November	Daniel Ceddia, Sudbury, Plumbing
December	TBD

Academic Division Highlights

Minuteman Regional High School sophomores tied for third place in Massachusetts among regional technical schools on MCAS test performance.

Forty-five students took advantage of college level pre-calculus and calculus courses under an articulation agreement with Middlesex Community College.

Minuteman students on the Math Team competed strongly at all levels against academically diverse groups of area schools finishing the year ranked in the first place in the state vocational conference for the third year in a row.

A Latin course was expanded to serve the growing number of students interested in medical careers, biotechnology and science.

The Minuteman Players, the school's drama students, produced and performed a full production of Neil Simon's, *"The Odd Couple"*.

The Special Education Department teamed with mainstream teachers to help students achieve one of the highest levels of special education MCAS "pass" scores in the state.

Faculty members from English, Guidance, Social Studies and several vocational fields designed another series of Character Education curriculum for use through the school

Science & Technology Division Highlights

The Biotechnology Academy formed a new partnership with Harvard University Molecular Biology Laboratory and Children's Hospital and introduced three new components into its curriculum, namely bioethics, cell graphing and forensic science.

The first state-approved high school pre-engineering program entered its sixth year and graduated its second class of students, again with 100% attending college.

Electromechanical Robotics students Alex Hatherly of Lexington and Patrick Maloney of Stow took National Third Place in Skills USA National Competition on Team Robotics and Automation held in Kansas City, MO in June 2004

Many new business/industry projects were achieved, including - Verizon supporting with after-school technology training for middle school students; Cognex Corporation of Natick providing weekly on-line interactive training on Visions Systems; GTE helping with new physics units for biotechnology, the Northeast Center for Telecommunications providing grant assistance; and an \$80,000 gift from Adept Robots for the Electromechanical Engineering/Robotics program, etc.

The Environmental Technology students were active in numerous off-campus service projects for such agencies as the MWRA, Cambridge Water Department, Bolton Conservation Commission, Sudbury Valley Trustees, Massachusetts Division of Fisheries & Wildlife, U.S. Department of Fish and Wildlife and the Northeastern University Marine Biology Research Laboratory, and the United States National Park Service, Minuteman National Historic Park.

Minuteman staff members are active and taking a leadership role in working with the Department of Education in developing the vocational Certification of Occupational Proficiency (C.O.P.). They include Maryann Ham serving as state chair for Office Technology, George Taliadouros as state chair for

Engineering and Richard Caruso as state Vice-chair for Telecommunications.

Construction – Power Mechanics – Building Trades Division Highlights

The Automotive Technology Department won the industry's Most Outstanding Automotive Program in Massachusetts award for the sixth year in a row.

Students in Carpentry, Electrical Wiring, Plumbing and HVAC completed construction of the three-bedroom colonial home for the Lexington Housing Authority in partnership with the Lexington Rotary Club.

Carpentry and Drafting students designed and constructed classroom improvements for the Brooks Elementary and Middle School in Lincoln.

The Drafting & Design Technology students completed plans for a large garage to be built by Minuteman's construction students in Lexington.

Underclassmen created four scaled New England style homes for display at the New England Home Show in Boston. Minuteman is the only participating vocational high school in Massachusetts.

The Automotive Technology program earned the top honors 5-year recertification through the National Automotive Technical Education Foundation (NATEF).

The Automotive Collision Repair program also earned the NATEF certification.

The Landscape Management Department won several awards again, including their seventh consecutive First Place at the Annual New England Flower Show in Boston.

Commercial & Human Services Division Highlights

The Child Development Center and the Early Childhood Education department was recertified by the National Association for the Education of Young Children. Many commercial centers do not receive this certification for excellence and good practice in curriculum implementation.

The Culinary Arts Department became a certification site by the American Culinary Federation, awarded in June 2005.

For the third year in a row, Culinary Arts students won first-place in the annual culinary competition at Newbury College and in so doing earned \$7,000 in scholarships for enrollment at Newbury College.

As a community service project a team of junior Graphic Communications students worked with the Lahey Clinic in

designing and printing a 2005 calendar incorporating artwork drawn by elementary age students who are patients in the "young hearts" clinic.

Kay Burgoyne of Bolton, a sophomore Culinary Arts Baking student won National First Place in the Skills USA skills competition held in Kansas City, MO in June 2005. In 2003, she earned National Second Place in the same national competition.

National Honor Society

The Minuteman Chapter of the National Honor Society proudly served the school and the community with thousands of volunteer hours maintaining a solid and diverse membership while inducting thirteen new members.

Overall School Highlights

A new Freshmen Exploratory program was designed and implemented as a means to ensure that members of the Class of 2009 have a full opportunity to experience each of Minuteman's twenty-two technical programs before choosing a major. This new exploratory program runs half of grade 9 and allows students to develop a better understanding of their talents and interests while exposing them to diverse careers.

New and/or updated college articulation and advance credit agreements with numerous top colleges in 26 different career areas.

Community Education services, including After School programs for middle school students, Adult High School services, Evening and Continuing Education courses and Summer School programs and camps, provided to member town residents continued at one of the highest participation and success levels in the state.

The Facilities Management Department completed major campus renovation and facility improvement projects including conversion to gas heating, upgrading athletic fields, and renovation of the school's administrative offices.

Numerous staff development efforts focused on obtaining national rather than just state certification in graphics & digital media, culinary arts, and collision repair (ASE).

Minuteman Students Take Gold and Bronze Medals At National SkillsUSA Competition

Fourteen students from Minuteman Regional High School represented their school and Massachusetts at a national competition, the SkillsUSA Championships in Kansas City, MO in late June. Ten came home with first, second or third place medals and three more returned with top ten placements.

Krista Burgoyne of Bolton, known now as "*The #1 Student Baker in the Country*", took National First Place and a gold medal in Commercial Baking, edging out other state winners in an all-day competition, during which visitors could watch contestants preparing, baking and displaying more than a half-dozen types of pastry and assorted confections. Krista accepted her award on state in the Kemper Arena in Kansas City, among a crowd estimated at 11,000, including competitors from all 50 states and several U.S. territories, advisors, parents, and hundreds of business partners.

In addition to the medal and the cheers of the crowd, Krista was awarded a full tuition scholarship at the Culinary Institute of America for her first-place win. However, Krista was a sophomore when earning the scholarship she gets to return to National Competition in 2006.

The team of Justin Graceffa of Lexington and Patrick Maloney of Stow took their skills in Robotic and Automation Technology to the national level, and emerged as bronze medal winners, placing third in the country. Alex and Patrick's competition area, where they worked all day on Thursday to produce a medal-winning project, was directly below the sign announcing the competition, and drew many onlookers, but the experienced team seldom looked up, concentrating on their work. Members of the Class of 2005, both are headed to college in the fall.

Keynote speaker at the Friday night awards program in Kansas City's vast Kemper Arena, was Newell Rubbermaid CEO, Joe Galli, who called the SkillsUSA Championships "one of the most impressive events on the planet." More than 240,000 students compete in the 10,000 competitions "to earn the right to make this pilgrimage," he said. He told contestants that each one of them is "in the top two percent in the country just by making it here." He reiterated his company's support of SkillsUSA through a video, a listing of contests the company finances, and by presenting a giant check for \$100,000 to national SkillsUSA director Tim Lawrence.

Two in National Top Ten

Following the awards ceremony, where the top three finishers were called on state in an Olympic-style ceremony, a program was held for Massachusetts competitors, to recognize students who had placed in the top ten. Josh Cyker of Harvard, who won the state contest in Heating, Ventilation, Air Conditioning and Refrigerations (HVACR) to compete at nationals, placed fifth in the country and was given a certificate by the Massachusetts leadership team. Adam Weiss of Carlisle, a state winner in Related Technical Math and a member of Minuteman's Class of 2005, placed sixth at the nationals and also was given a certificate recognizing his efforts. Other national competitors from Minuteman, all state winners, included James Sproul of Stow, Office Computer Applications; Michael Forhan of Stow, Collision Repair Technology; and Eleanor Murtagh of Stow, Prepared Speech.

Through leadership events and competitions on the district, state and national level, the organization helps students excel in their education and future technical, skilled and service careers, including health occupations. SkillsUSA serves nearly 265,000 high school and college/postsecondary students and their chapter advisors who are professional members.

Students Create Mobile Kitchen for Boston Crusaders

As the Boston Crusaders Drum and Bugle Corps left in June for their 40-state summer tour, they departed with a new food trailer, thanks to a collaboration with Minuteman Regional High School. Students enrolled in electrical, plumbing, HVAC, welding and carpentry career majors transformed an empty trailer into a state-of-the-art mobile kitchen.

In addition to practicing the skills they have learned at Minuteman, students got an education in other areas, since the kitchen is traveling interstate. "We must follow Department of Transportation regulations," said Ernie Houle, welding instructor and co-project manager with Leo DeSimone, who is also Minuteman's division coordinator for the Building Trades and Power Mechanics Division. "Normally when we build something, we must get permits," Mr. Houle added. "In having to follow federal guidelines, this has been a learning experience for the Boston Crusaders as well."

Students applied problem-solving techniques and called upon their background in science and math to make sure the kitchen plan turned into a workable reality. Boston Crusaders sat in on Sam Cetrano's Applied Physics class, for example, to see five student presentations that sought to answer the question, "What would be the best insulation system?" The trailer provides "cool projects for all departments," said Mr. Houle, bringing together students from different career majors and also integrating technical skills with academic applications. "All four grade levels have had some connection," Mr. Houle said of his welding students. They fabricated a beverage rack system and compartment to hold propane tanks and also created two sets of portable aluminum stairs.

Future electricians worked on all the wiring, which included installing outlets and lighting, wiring kitchen equipment and putting in the main electrical panel. Plumbing students installed water and gas lines for the cooking center. Carpentry students constructed all the metal and wood framing for the trailer and built kitchen cabinets. HVAC students installed the ventilation system and the walk-in cooler.

Boston Crusaders said they expected the trailer kitchen to serve 56,000 meals to more than 200 touring members and volunteers. The trailer is an 18-wheeler donated by a moving company, and which carries Crusaders equipment as well as the portable kitchen. It replaces an out-of-date kitchen. "Many, many thanks for all the fantastic work by the students and teach-

ers at Minuteman," a spokesperson wrote on the www.crusaders.com web site. Minuteman's school logo will be placed in two locations on the trailer as a "token of how much the Corps appreciates their hard work."

Art and Literary Magazine Celebrates 20th Anniversary

The ink is dry on the twentieth anniversary edition of Minuteman Regional High School's Art & Literary Magazine, and as usual, the publication contains many outstanding examples of student-generated poetry and art. This year's magazine showcases 21 poets and 16 artists.

The winners of school-wide poetry and art contests provide the content for the magazine. This year, approximately 150 poems from about 80 poets were submitted. In the art contest, 40 artists submitted 70 pieces of artwork. Originality is the primary criteria used in selecting work for inclusion in the magazine, and selection committee members also try to ensure a mix of styles.

"We really have quite an artistic community at the school," Mr. Donovan said. "We used to just get block printing, but now, it's quite a variety. We added photography to the art contest three or four years ago. This year, there are quite a few pieces of artwork done in anime style. "Anime has become very popular in the school," he said. "They had an Anime Club this year for the first time.

A third contest, open to juniors in the Graphics department, determines who designs the magazine's cover. Gabrielle Powell of Belmont won this year's cover design contest. "Gabrielle also did all of the magazine's layout," Mr. Donovan said.

Former Minuteman English teacher Denise R., Donovan served as the Copyright Editor, and the Graphics Coordinator was Graphics Department senior teacher Daniel Vardaro. The school's Office Technology department did the word processing. "The magazine is truly an integrated student effort," Mr. Donovan said. "By the time it's done, many students from all majors and departments have played a part in its creation."

The student artists featured in this year's magazine are Melany Schacht and Sean Chickosky of Acton; Patrick Cooney, Miles Sarill, Julia Moden, Tammie Puopolo, Jillian Patti, and Stephanie Carson all of Arlington; Elizabeth Mullane and Stas Michalski of Cambridge; Adam Weiss of Carlisle; Nathaniel Bearg and Jeffrey Palma of Concord; Libby Haberkorn, Peter Mangolds and Luke Radl all of Stow, and Peta Stone of Sudbury.

The student poets featured in this year's magazine are Andrew Anderson, Max Cane and Samantha Sexer all of Acton; Rob Largenton of Arlington; Andrea Bergstrom and Courtney DeCosta both of Belmont; Berlhey Narcisse of Cambridge; Steve Willard of Lexington; Sarah Lynch of Medford; Ben Jordan and Eliza Leahy both of Needham; Jaad Chehab and Michael Lavy both of Waltham; Josh Eaton, Carole Ferolito and Laura Martino all of Watertown, George McKenna of Winchester; Kim March, Ellie Murtagh, Sarah Nichols and Niles Radl all of Stow

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT OPERATING FUND COMPARISON OF BUDGET TO ACTUAL FOR FY05 (Year Ending June 30, 2005) (Audit Accepted January 10, 2006)

REVENUES	FY 04 ACTUAL	FY05 BUDGET	FY05 ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
DISTRICT ASSESSMENTS	\$7,956,233	\$7,990,324	\$7,990,324	\$-	\$-
CHAPTER 70 AID	\$2,064,385	\$2,047,550	\$2,045,500	\$-	\$(2,050)
CURRENT TUITION	\$445,369	\$507,340	\$670,807	\$-	\$163,467
TRANSPORTATION REIMB	\$471,879	\$445,532	\$653,811	\$-	\$208,279
CHOICE	\$110,000	\$156,633	\$156,633	\$-	\$-
OTHER PROGRAM INCOME	\$242,021	\$191,553	\$222,201	\$-	\$30,648
CERTIFIED E&D/APPLIED SUR	\$93,873	\$322,349	\$322,349	\$-	\$-
LAND SALE	\$-	\$400,344	\$-	\$-	\$(400,344)
PREV YEAR'S TUITION	\$3,757,593	\$3,282,714	\$3,282,714	\$-	\$-
TOTAL	\$15,141,353	\$15,344,339	\$15,344,339	\$-	\$-
EXPENSES					
BUILDING TRADES	\$72,571	\$76,820	\$72,124	\$(431)	\$4,265
COMMERCIAL SERVICES	\$15,833	\$15,465	\$24,710	\$9,073	\$(172)
ELECTRONICS	\$32,230	\$31,894	\$28,062	\$(100)	\$3,732

EXPENSES	FY 04 ACTUAL	FY05 BUDGET	FY05 ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
GRAPHICS	\$56,977	\$70,061	\$56,688	\$7,300	\$20,673
HEALTH INSTRUCTION	\$19,260	\$20,040	\$16,708	\$(485)	\$2,847
METAL FABRICATION	\$32,336	\$32,146	\$28,594	\$-	\$3,552
POWER MECHANICS	\$14,493	\$15,636	\$13,787	\$-	\$1,849
TECHNOLOGY	\$78,214	\$76,199	\$75,086	\$(155)	\$958
AFTSCH PROGRAM	\$13,876	\$14,500	\$16,243	\$1,829	\$86
REGULAR OCCUPATIONAL	\$4,063	\$3,985	\$3,780	\$(150)	\$55
SPECIAL TRADES	\$26,832	\$20,290	\$19,005	\$37	\$1,322
SAFETY	\$10,655	\$10,250	\$9,493	\$700	\$51,457
COMMUNICATIONS	\$34,599	\$35,718	\$31,572	\$(1,010)	\$3,136
HUMAN RELATIONS	\$19,256	\$18,628	\$15,364	\$(275)	\$2,989
MATH	\$40,090	\$38,128	\$36,620	\$(725)	\$783
SCIENCE	\$52,636	\$52,492	\$50,564	\$(350)	\$1,578
PHYSICAL EDUCATION	\$5,660	\$5,610	\$4,653	\$(150)	\$807
ATHLETICS	\$91,024	\$95,497	\$101,375	\$150	\$(5,728)
BUSINESS INSTRUCTION	\$3,279	\$3,200	\$2,735	\$-	\$465
FOREIGN LANGUAGE	\$17,053	\$16,040	\$16,052	\$142	\$130
ART	\$6,423	\$6,864	\$4,673	\$-	\$2,191
MUSIC	\$-	\$285	\$95	\$-	\$190
ALTERNATIVE EDUCATION	\$7,761	\$7,000	\$1,413	\$-	\$5,587
INSTRUCTIONAL RESOURCE	\$80,780	\$78,523	\$85,484	\$2,315	\$(4,646)
PUPIL SUPPORT	\$54,347	\$54,910	\$81,334	\$873	\$(25,551)
PRINCIPAL	\$90,005	\$90,250	\$114,088	\$(8,722)	\$(32,560)
VOCATIONAL COORDINATOR	\$4,875	\$5,800	\$3,070	\$20	\$2,750
COMPUTER SERVICES	\$20,466	\$25,400	\$24,700	\$9,613	\$10,313
DEAN	\$3,075	\$2,920	\$1,855	\$-	\$1,065
DISTRICT PROGRAMS	\$242,132	\$256,660	\$237,194	\$4,310	\$23,776
LEGAL FEES	\$66,950	\$30,760	\$65,767	\$-	\$(35,007)
AUDIT FEES	\$87,780	\$52,500	\$57,800	\$-	\$(5,300)
SUPERINTENDENT	\$2,692	\$4,700	\$4,012	\$-	\$688
PLAN/ACADEMICS	\$32,225	\$33,500	\$6,157	\$(1,823)	\$25,520
BUSINESS OFFICE	\$11,276	\$20,900	\$10,213	\$-	\$10,687
RISK INSURANCE	\$205,535	\$198,000	\$176,593	\$-	\$21,407
RETIRE/EMPLOYEE BNFT	\$1,548,583	\$1,748,392	\$1,637,091	\$92,357	\$203,658
TRANSPORTATION	\$989,799	\$1,119,158	\$1,106,751	\$1,137	\$13,544
CAFETERIA	\$6,874	\$6,750	\$7,290	\$-	\$(540)
OPER & MAINTENANCE	\$927,044	\$873,900	\$1,078,746	\$75,540	\$(129,306)
EQUIPMENT PURCHASES	\$54,458	\$24,000	\$24,000	\$-	\$-
DEBT MANAGEMENT	\$-	\$-	\$-	\$-	\$-
SALARIES	\$10,057,336	\$10,050,568	\$10,036,340	\$35,551	\$49,779
TOTAL	\$15,141,353	\$15,344,339	\$15,387,881	\$226,571	\$183,029
 EXCESS REVENUE	 \$-	 \$-	 \$(43,542)	 \$226,571	 \$183,029

ACTON MEMORIAL LIBRARY

Your public library is being stretched. The numbers are startling.

Circulation is Up: Circulation for calendar year 2005 was 511,392, up 7.15% over calendar 2004. Based on a comparison of 2004 figures, the last year for which comprehensive comparisons are available, the average difference between our circulation and that of comparable towns well exceeds 40%.

Staff Levels Remain Low: The level of staffing at AML is 10% below that of comparable libraries.

Circulation/Full Time Employment: The average circulation/FTE in towns comparable to Acton for 2004 was 16,947. At AML the Circ/FTE was 26,166. This is 9219 items more per AML staff person, or an increased workload of 55%.

Staff Salaries Are Lower Than Average: Despite circulating far more items on average than their peers in comparable libraries, your librarians are paid an average 10% less than their peers.

Why Do These Disparities Exist? These disparities exist not because Acton citizens do not support AML. From supporting the construction of the new facility, to contributing generously to the Acton Memorial Library Foundation Inc., to participating in the Holiday Gift Program, and in simply using the Library in extraordinary numbers, the citizens of Acton strongly support the Memorial Library every day.

These disparities exist in part because some towns include the cost of healthcare and building maintenance with their library's budget but Acton does not. In 2004 the average amount per capita that towns allocated in support of their libraries was \$52.43. In contrast, the amount allocated in Acton on a per capita basis was \$35.73. This is nearly 1/3 less funding on a per capita basis.

What Can We Do? Working with the Board of Selectmen, to whom we presented these figures recently, the Trustees are working to increase the per capita funding amount for the Memorial Library. As we are in another difficult budget year, the budget in its current form calls for level funding in 2006. We will continue to work with the Selectmen, the Finance Committee, and the citizens of Acton to increase the per capita funding level at Memorial Library, to increase our staffing levels and bring our staff and professional salaries in line with those of their peers, so that together we can provide a library experience that meets the needs of our citizens within a funding system that is fair to the staff and professionals who work hard every day to deliver that experience.

CHANGES TO THE BOARD. The Board is comprised of nine trustees, six of whom are permanent members and three

of whom are elected to serve three-year terms. These three terms are staggered such that one trustee position is open for each year's election. In 2005, Bob Surdel ran for and was elected to his first three-year term. Bob has also been a board member of the Acton Memorial Library Foundation Inc. for the past two years. In June the Trustees elected Tom to serve a second one-year term as President of the Board, Mildred Jarvis to her second one-year term as Vice President, and Bob Surdel to his first one-year term as Secretary.

New Meeting Time. In 2005 the Acton Memorial Library Board of Trustees voted to hold its 2006 monthly meetings at the Library at 7:30 p.m. on the fourth Monday of the month, with the exception of December, when the Board will meet on December 18th.

COMMUNITY PRESERVATION GRANT FOR CIVIL WAR ARCHIVE PROJECT. In 2005 the citizens of Acton voted to appropriate \$24,500 to the Memorial Library for purposes of renovating a section of the original library to display Civil War artifacts and related materials. The proposal submitted by the Board of Trustees included \$10,000 from trust funds to complement the CPC funds, bringing the total available funds to \$34,500.

The Library was constructed and donated to the Town in 1890 by William Wilde in memory of Acton citizens who gave so much to this country during the Civil War. Today, the Library is the official Civil War memorial of the Town. For years nearly 150 artifacts, plus documentary materials, have been stored variously in the basement, attic and closets due to the lack of display space within the Library. During the recent library expansion project, during which the 1890 building was refurbished, some space was set aside in that section of the building for artifacts that were on display in the library as originally designed. In restoring the original building by recreating a display, we hope to tell a story that will personalize the Civil War by connecting specific individuals from Acton to Civil War events both famous and ordinary.

The Board of Trustees would like to thank the Community Preservation Committee and the Board of Selectmen for its assistance in presenting this project to the community, and we would like to thank the community for voting to fund this important historical project.

G.A.R. POST 138 FLAG. This year the Acton Memorial Library proudly erected the restored Isaac Davis G.A.R. Post 138 flag used by Acton veterans of the Civil War.

The flag was restored using funds contributed by the citizens of Acton by means of the Community Preservation Act in 2004. The restoration took place in late 2004 and early 2005.

Patrons can view the flag on the wall to the rear of reference, on the second floor. The flag is a spectacular artifact that dates to the early 1900s, measures nearly 5' x 6', and is in remarkably good condition. The flag is among the most important of nearly 150 artifacts. Restoring the G.A.R. post flag is an important milestone along the path toward our goal of creating a Civil War archive.

AMLARTS COMMITTEE. This sub committee of the Board of Trustees chooses the artists that display their work in the Library's meeting room. The committee is composed of two working artists, a member of the AB Arts Council and a member of the Board of Trustees.

In late January, a call goes out to the arts community, through the newspapers and from a list of artists interested in mounting an exhibition, asking for slides and a resume of prior exhibitions and work. In early March the committee meets as a jury to pick the exhibitors for the coming year (September through June). The committee has set aside the month of April for an exhibition of work done by Acton Boxboro art students. Otherwise the months are filled with artists taken from the pool of those who have submitted slides. The artist for 2005 were:

Jan.	Joyce Dwyer	Watercolor
Feb.	Anne Kress	Crayon, Watercolor
March	Richard & Rochelle Newman	Digital images
April	Schools	Mixed media
May	Mitchell Kamen	Enamel
June.	Donna Julian Spillane	Oil
Sept.	Nancy Carroll	Wood working
Oct.	Nancy Carroll	Wood working
Nov.	Jin Hua Gao Dalia	Chinese watercolor
Dec.	Jin Hua Gao Dalia	Chinese watercolor
Sept – January	Brad Story	Wooden birds/planes suspended from the ceiling of the second level.

WEBSITE. Like society in general, the Trustees and staff continue to rely more heavily on the web to communicate with patrons of the Library. The Minuteman Network continues to offer more functions to member libraries, just as our local web site constantly adds new information. Our site, located at <http://www.actonmemoriallibrary.org/> includes a detailed calendar, actively maintained by the staff, of Library events – like Story Hours, public meetings, and clinics. Much of the rest of the site is maintained by Trustee Bob Ferrara and it includes a variety of information not only about the library itself but also about Friends of the Acton Libraries organization and their hugely successful book sales. This year two major new sections were added - a gallery of the three dozen Arthur Davis paintings owned by Acton Memorial Library and an extensive Chinese Language Collection which links each title directly into the Minuteman Library Network Catalog. This “direct link” feature,

which allows a patron to determine availability immediately, again proved very useful for the Acton Public Schools summer reading list for grades K-8.

PINE HAWK. Trustee Bob Ferrara and Library Director Marcia Rich remain actively engaged with The Friends of Pine Hawk, a group whose goal is to better understand and publicize the archeological and human story behind the great treasure trove of Native American artifacts discovered at the “Pine Hawk” site in South Acton during the excavation for the new sewer treatment plant. An extraordinary record of Native American habitation was uncovered, a record extending back over 7,000 years. The Friends include private citizens and other professionals from the Library, The Discovery Museums, and the Schools. Shirley Blancke, a noted local archeologist with extensive experience of our region's Native American history, recently joined the group and worked closely with school curriculum planners to introduce a variety of educational materials for the fourth grade. This year a Pine Hawk web site was created for the schools at <http://ab.mec.edu/pinehawk/>. Also for all the fourth grade classes, the schools staged a major September presentation by professional archeologists who unearthed the Pine Hawk site.

The Friends of Pine Hawk saw several other accomplishments in their third year of operation. They again sponsored a series of October seminars and events as part of State Archeology Month. Thanks to a grant from the Acton-Boxborough Cultural Council, the group developed three large informative portable displays. The production of these beautiful 30 X 40 inch displays was made possible by help from two local firms, OMR Associates and Quill & Press. Many patrons commented how much they enjoyed the new displays when they were first hung this fall near the Reference Desk. Normally, they will be found there but they are portable and available for display at other Acton locations, such as the Science Discovery Museum or commercial stores.

Another product of this group, which has also been making the rounds of schools and museums, is the portable kit of two dozen replicas from the site, such as tools and projectile points. Both the toolkit and the website at <http://www.actonmemorial-library.org/pinehawk/home.html> were expanded this past year. The group also supported the successful effort by Health Director Doug Halley to obtain a CPA grant for a Pine Hawk artifact exhibit in Town Hall.

OKTOBERFEST. The Acton Memorial Library Foundation, under the leadership of the Foundation's President, Phyllis Meade, led this year's effort for the annual West Acton Oktoberfest celebration. The table displayed information about the Acton Memorial Library, Pine Hawk, the library's Civil War archives, the Friends of the Acton Libraries and The Foundation. Special thanks went to Phyllis Meade, Cornelia Huber, Harry Chen, Patricia Sills, Suzanne Shanahan, Olga Guzovsky, Jessica Poppe, Judith Wolff, Jean Foley, Marcia Rich, and Robert and Deena Ferrara.

As in the previous year, the Foundation sponsored a guessing game:

Question: What is the largest number of items the Acton Memorial Library has circulated in a single month?

Answer: 46,732 items.

Roberta Kilfoyle of Acton won the contest.

ENDOWMENT FUND. The Acton Memorial Library Foundation Board established a Memorial Library Endowment Fund in 2000 for the long term benefit of the Library. The money was raised by the Foundation from specific contributions from Acton citizens. The Trust Agreement between the Foundation and The Library Trustees established the use of the fund's income; specifically, that the Library trustees may expend a maximum of one-half of the Fund's average annual appreciation each year, for the proceeding fiscal year as averaged over the four (4) preceding fiscal years. (Any amount not expended in a given year is to be added to the principal.) A copy of the Endowment Fund Trust is held by the Acton Town Clerk and is available for public viewing. The Town of Acton's Treasurer administers the Endowment Fund. The Trust specifies that the distributed funds shall be used exclusively for purposes in keeping with the Library mission, to enhance, enrich and supplement library materials, collections, cultural and educational programs and other library-associated activities, including equipment that would support those areas. Fund income is excluded from use for basic library operating expenses. A distribution of \$2,296.33 was made in FY 05 to the Trustees. The Trustees voted to apply the total amount to the restoration and hanging of the GAR flag, which is now hanging in the upper level of the Library. Specific information on all the Acton Memorial Library Trust funds is presented in this Town Report under "Town of Acton Non-Expendable and Expendable Trust Funds."

LITERARY ARTS PROGRAM. In November 2000 Fred Marchant and Kevin Bowen, both veterans of the Vietnam War, read from their works in commemoration of Veteran's Day. This reading, organized by Acton resident, Bob Clawson, was the first event in the poetry program. However it was the reading done on April 11, 2001 by the internationally renowned poet, Robert Creeley, who spent many of his formative years in Acton in the 1930's and early 1940's that established this as a permanent annual program.

Acton resident Bob Clawson met Robert Creeley in 1990. During their conversation, Mr. Creeley talked about his life here and the warm feelings he had for Acton. This chance meeting with one of the finest poets of his time led Bob to ask Mr. Creeley if he would read at AML for National Poetry Month in 1991. He did so. That first reading established the Robert Creeley Award. The respect and affection of his peers and his continued interest and attendance have allowed us to continue to attract other outstanding poets to read in Acton every year since.

Sadly, Robert Creeley died on March 30, 2005, before he could present the award to C. D. Wright. In his obituary, The New York Times said: "Robert Creeley was perhaps more influential than any of his contemporaries on the generation of poets which was finding its voice in the following decade. Indeed, since the publication of his collection *For Love: Poems 1950-1960* in 1962, Creeley had been regarded as one of America's leading poets."

The fifth annual Robert Creeley Award reading on May 5, 2005, honoring C. D. Wright was more than just a reading, it was a touching memorial to Robert Creeley as well. Warm-up poets Lois Ames, of Sudbury and Sophy Wadsworth, of Harvard both spoke of their admiration for Robert and his work. Maria Anthony, who has coordinated the visits of Creeley Award winning poets to the Acton-Boxborough Regional High School, talked about the impact that Robert and the other poets had during their visits, including moving quotes from students about what this personal contact with these talented poets had meant to them. Martín Espada, 2004 Creeley Award winner and friend remembered Robert for his immense talent and influence and his warmth and generosity. Martín's tribute included a reading of one of Robert's last poems. Based on a passage from the diary of Francis Kilvert: "One bell did not ring loud enough to satisfy the people so they took an axe up to the bell and beat the bell with the axe till they beat it all to pieces." The poem, titled, "Old Story - from the Diary of Francis Kilvert" reads:

"One bell wouldn't ring loud enough.
So they beat the bell to hell, Max,
with an axe, show it who's boss,
boss. Me, I dreamt I dwelt in
someplace one could relax
but I was wrong, wrong, wrong.
You got a song, man, sing it.
You got a bell, man, ring it."

C. D. Wright then read from her works. Throughout her readings, her respect and affection for Robert and sense of loss were clear. The audience of more than 100 quite obviously enjoyed her readings and asked many questions afterward. As in past years, Acton-Boxborough Community Education, the AML Foundation, the Friends of the Acton Libraries and the Georgia Whitney Fund provided funding for this event. We thank them for their generosity.

Robert Creeley had been the principal selector of subsequent award winners. With his death, we established a new selection process: past winners, Galway Kinnell, Martín Espada and C. D. Wright, Robert's widow, Penelope Creeley, and Bob Clawson are the current committee for selecting future Creeley Award winners.

The 2006 Creeley Award reading will be held in the Acton Town Hall, room 204, on April 25.

ROBERT CREELEY MEMORIAL. Robert Creeley is Acton's own literary giant much as Jack Kerouac is for Lowell. Further, Robert was so influenced by the years he lived in Acton, that the warm emotional attachment he formed then continued throughout his life. One had only to see the obvious joy he felt in reading for his old hometown and talking with high-school students in 2001 to realize the depth of his feelings.

Given his international renown and his feeling for the town of Acton, the Literary Arts Committee, with support from the Board of Trustees, is attempting to set up a space in the original, 1890 section of the library as a memorial to Robert. Penelope Creeley is enthusiastically supporting this effort and has offered to provide materials for display in this space. These include not only photographs but also beautiful and rare books done with outstanding artists including Jim Dine, Elsa Dorfman, Robert Indiana, R. B. Kitaj and Sol LeWitt.

What the committee would like to do is provide for a rotating display of some of the valuable items related to Robert's life and career along with a permanent display of some of his most notable words, especially those related to his time in Acton. In addition the area might contain some of books selected by Robert and the other Creeley Award winners. A computer, equipped with headphones would allow access to material on Robert, including his writings, recordings of his readings and some of the music, particularly jazz, of which he was fond.

HOURS OF OPERATION. The Library is a seven-day a week service most of the year (63 hours a week) and a six-day a week service through the summer months. Due to budget constraints, no staff member works, or is paid for 40 ours. The full time staff works 38 hours per week. Most staff members work one night a week and every third Saturday.

TRUSTEES

Thomas Dunn, President
Mildred Jarvis, Vice President
Bob Surdel, Clerk
Dennis Ahern
David Barrat
Ann Chang
Brewster Conant
Robert Ferrara
Frank Joyner

STAFF

30-39 Hours/week: Suzanne Callahan, Ellen Clark, Lee Donohue, Julie Glendon, Joy Hamel, Susan Paju, Gloria Reid and Marcia Rich

20-29 Hours/week: Karen Anderson, Eunice Gorman, Mary Katis, Stephanie Knowland and Pam Parenti

10-19 Hours/week: Catherine Drum, Barbara Floss, Helen Howell, Kaja Michaels, Elizabeth Leaver, Marilu Nowlin, Anshu Sood, Amy Spadano and Donna White

Less than 10 Hours/week: Kristine Adolph, Caitlin Churchill, Nancy Clune, Jane Flanders, Pam Hays, George King, Carol Landers, April Mazza, Polly Millen and Natalie Van Roggen.

VOLUNTEERS

In addition to our dedicated staff, the Board of Trustees would like to recognize those citizens of Acton and surrounding communities who have volunteered their personal time to improve your public library:

JUNIOR VOLUNTEERS

Nithila Asokaraj
Christine Bainbridge
Emily Bainbridge
John Bellotti
Julia Bellotti
Angela Bottari
Michelle Calvert
Wendy Chen
Esther Chiang
Katherine Curran
Paul Di Re
Kevin Doherty
Nathanael Durrant
Stefan Durrant
Elizabeth Durham
Alina Escoda
Christine Faraci
Evan Gagnon
Ryan Gagnon
Olivia Gutfreund
Alyson Hampsch
Brooke Hatanaka
Devin Howell
Tony Huo
Jennifer Kappel
Sonya Krikorian
Lucy Li
Milina Moreno
Jason Pao
Nina Parrott
Nirali Patel
Abha Patil
Sophie Purdom
Rachel Redlich
Akash Shah
Sophie Suarez-Friedman
Natalie Watt
Laurel Wills
Mitchell Wills
Jason Wu
Jessica Zhang

YOUNG ADULT VOLUNTEERS

Kazia Berkley-Cramer

Alyssa Eisenberg

Kathleen Ho

Alex Hsieh

Elana Kleiman

Harsha Krovi

Jessica Lin

Brian Liou

Tiffany Liu

Charlie Ma

Michelle McInnis

Amol Mehta

Amrita Mehta

Zuleikha Mirza

Varisha Parikh

Jessica Shen

Paul Suntsov

Jessica Xiong

Aileen Xu

Yilun Zhang

Lijian Zhou

ADULT VOLUNTEERS

Irene Cavanagh

Chris and Ian Hirst

Jing Li

Carol Novak

Ning Pan

Tonya Russo

Carolin Schubert

Bob Chen

Angie Tso

Ming Chu

Yufen Liu

Mei Wang

David Zhou

Now in its 14th year, Tot Time, led by Annette Lochrie, continues to delight children ages two to five years. Monday mornings and afternoons at Citizens' Library are filled with our youngest library patrons eager to hear stories and to enjoy story-related activities.

The Library's popular museum program offers tickets and passes from a variety of institutions. The Acton Arts League annually presents the Library with passes to the MFA; the Library's Auxiliary and Suzi M. Pomeroy Memorial Trust Fund give the Library passes to the Discovery Museums, Fruitlands, and the EcoTarium.

In the summer of 2005, Citizens' Library said goodbye to long-time Trustee Virginia Rhude, who moved from Acton. In her stead, we welcomed Nancy Lenicheck who will fill out the remainder of that term.

Each year, Brownie Scout Groups and the ABRHS Senior Class devote hours of time and energy cleaning the grounds of the Citizens' Library and installing seasonal plantings. The Acton Garden Club beautifies the entrance walk to the library with a barrel of ever-changing delightful arrangements.

The Citizens' Library is funded by the Town of Acton and receives supplemental support in the form of grants from the state. The Library is also grateful for the generosity of others: the Friends of the Acton Libraries, the Citizens' Library Auxiliary, and individual Library patrons.

For its daily operation, the Library relies on a number of dedicated volunteers who work on a regular basis taking care of the circulation desk, helping patrons, shelving books, and filing.

The Citizens' Library, located at 21 Windsor Avenue, is open Tuesday from 10am to 7pm and Wednesday through Friday from 10a.m. to 5p.m. For more information, please call (978) 264-9652.

Trustees

Robert Loomis, Chair

Peter Guilmette

Nancy Lenicheck, Secretary

Librarian

Regina Tischler

CITIZENS' LIBRARY

We at the Citizens' Library are exceptionally proud of the number of patrons, young and old, we serve every day. We are also proud of the wide-ranging selection of books that we are able to offer. During 2005, patrons at Citizens' Library were able to check out the most popular books of fiction, as well as recent non-fiction volumes on environmental and political issues, how-to books, biographies, and tantalizing cook books. The children's books, of course, just keep getting better and better — fascinating and colorful picture books, magical and adventurous chapter books!

ACTON BOXBOROUGH CULTURAL COUNCIL

The Acton Boxborough Cultural Council (ABCC) enjoyed an unexpected increase in available grant funds in calendar year 2005. A long-awaited increase in state funding to the Massachusetts Cultural Council resulted in an additional allocation of \$1,000 to ABCC, making a total of \$5,470.00. Additionally, we had \$1,751.00 in unclaimed funds from FY04 grantees that, in compliance with MCC guidelines, we re-granted this year. As a result, the total available for FY06 grants was \$7,221.

The ABCC was, once again, generously supported by both Acton and Boxborough town funds via warrant articles and line items. The dedication of the Board of Selectman in both towns is truly remarkable. Acton doubled its FY05 support by providing the ABCC, through a Warrant Article, with \$2000.00. For the 8th year, Boxborough gave the ABCC \$1000 for exclusive use in Boxborough. These local funds are designated for Council-originated programming and cannot be used for the grant cycle.

The level of local support we enjoy is rare among LCC's across the state. We are extremely grateful and constantly acknowledge the support of our two towns to everyone. We are grateful also for the physical support that the two Towns provide us with: meeting spaces, access to the town copiers and general support from our liaisons, Acton Selectman, Walter Foster and Boxborough Selectman, Simon Bunyard.

This year ABCC welcomed a new chairperson, Ann Budner, a new treasurer, Jana Kertzner, both of Acton, and a new member, Cindy Matchett of Boxborough. We sadly said goodbye to two long-time members, former chairperson, Michele Holland, and former treasurer, Mitzi Weil.

Much of our efforts in the spring related to analyzing our strengths and weaknesses and our vision for the council. We carefully considered reviving the council's very successful Environmental Sculpture Exhibit at the Acton Arboretum (1995 and 1997). In January, we met with two event organizers and former council members, and with a representative of the Friends of the Arboretum. After careful evaluation, we decided to seek other opportunities at this time. A notebook detailing the project was filed at the town hall for reference. We are currently considering several ideas for a new event, including a multicultural arts fair, a film festival, and arts process workshops.

We sponsored four different concerts for the Acton and Boxborough communities. Funding for these programs came from unspent FY '04 and FY '05 Acton Funds and our own fundraising revenue. We used our Boxboro allocation to fund a concert in honor of the grand opening of the Sargent Library.

- New England Winds, "From Mozart to Gershwin" – March 20, 2005. The ABCC sponsored a free concert by the US Air Force Band of Liberty's woodwind quintet at the RJ Grey Auditorium. The Beacon ran a long and favorable review.
- Alle Breve, chamber music for grand opening of Sargent Memorial Library – May 22, 2005. The library requested ABCC help in obtaining and funding background music.
- Nannette Perrotte Combo, "Emily Dickinson Rock" at Sargent Memorial Library – May 29, 2005. This original rock composition brings the enigmatic poetry of Emily Dickinson to life. We used our Boxborough grant funds to produce this show in honor of the library's grand opening. Along with the usual publicity methods, council members worked with the English teachers at the high school and passed out fliers at the transfer station. The Boxborough library set up a tie-in exhibit of Emily Dickinson literature. The concert was well attended by about 100 people, despite the holiday weekend. Afterwards, the Beacon ran a long article with front-page and interior photographs.
- Longwood Opera performance of *La Traviata* at St. Matthew's Fellowship Hall - November 4, 2005. For the second year, this concert sold out with about 125 people. The concert drew people from Acton, Boxboro and many neighboring towns, along with the troupe's season ticket holders. Clearly, this area is interested in hearing operatic music. Longwood Opera sold tickets and ABCC sold refreshments at intermission. Once again, the Beacon ran an article after the show, interviewing Artistic Director, J. Scott Brumit.

Each fall, the ABCC is required to distribute our annual MCC allocation through a grant process. In March, the MCC held the first Arts Advocacy Day at the State House to draw attention to the vital role that arts, culture and humanities play in our state and to request increased funding. A huge contingent of LCC volunteers turned out from all over the state. ABCC members, Ann Budner and Nancy Gerhardt, attended this event and spoke with our three legislators. In July, we were delighted to hear that the FY '06 statewide budget increased the MCC's allocation by \$1.3 million, the first increase since the agency's budget was slashed 60% in 2002. Consequently, MCC awarded ABCC a \$1,000 increase to its expected grant allocation, making a total of \$5470.00. We'd like to give special thanks to our state legislators, Senator Pam Resor, Representative Cory Atkins, and

Representative James Eldridge for generously supporting local cultural and arts activities in Acton, Boxborough and across the state.

We also included in our FY '06 Grant Cycle our rollover from the FY '04 grant cycle of \$1751. This was an unusually high amount of unclaimed funds. As we do every year, we contacted grantees with outstanding balances to tell them of the impending deadline. For the FY '06 Cycle we once again did not withhold the allowed 5% of the MCC allocation and made the entire \$7,221 available for the community members.

Despite our higher than usual funds to spend, we faced a very competitive grants season. We worked hard to publicize the availability of grants and saw a lot of new applicants and creative applications. We received 39 applications totaling \$22,435 and funded 18 of those (46%).

**FY ' 06
Acton-Boxborough Cultural Council
Approved Grants**

<u>Applicant Project Name</u>	<u>Grant Award Amount</u>
Absolutely Art/Catherine Meeks	\$1000
Acton Community Center/Theater 3	\$299
Acton Community Chorus	\$175
Acton Memorial Library	\$1000
Colonial Spirit Chorus	\$200
Community Arts Advocates	\$400
Concord Orchestra	\$500
Concord Poetry Center	\$300
John Dearden/Gabriel Gouveia	\$325
Discovery Museums	\$600
Anne Dykiel	\$375
Fitchburg Art Museum	\$149
Fruitlands Museum	\$500
Harvard Pro Musica	\$499
Hudson Arts Alliance	\$150
McCarthy-Towne School PTSO	\$500
Sounds of Stow	\$150
Three Apples Storytelling Festival	\$ 99
TOTAL	\$7,221

For further detail on the approved grants, please visit our web site: www.actonboxboroughculturalcouncil.org.

We are a volunteer committee of nine members appointed by the selectmen of each community, but functioning as a single entity. Our goal is to increase our effectiveness as art advocates by supporting, promoting, organizing and presenting arts and artists in our communities.

The Arts are Essential. We welcome feedback and suggestions from the community through surveys and word of mouth.

**2005/2006 Acton Boxborough
Cultural Council Members**

Ann Budner, Co-Chair - Acton
Michele Holland, Chair - Acton (resigned April 2005)
Mitzi Weil, Treasurer - Boxborough (retired June 2005)
Jana Kertzner, Treasurer - Acton
Rixin Li, Secretary - Acton
Nancy Gerhardt, Public Relations - Acton
Rosie Latto - Acton
Pat Myers - Boxborough
Elaine Sisler - Acton
Cindy Matchett - Boxborough (joined November 2005)
Rachel Lucas - (joined January 2006)



Acton Minutemen Company

ACTON HISTORIC DISTRICT COMMISSION

The Historic District Commission is responsible for helping preserve the heritage of Acton by protecting the architecture and integrity of the Town's three historic district areas: Acton Center, South Acton and West Acton. Together, these historic district areas encompass over 180 properties and include structures up to over 300 years old. The HDC administers and enforces the Town's Local Historic District Bylaw (Chapter P), which was enacted by the Town in 1990 under Massachusetts General Laws, Chapter 40c. (The Local Historic District Bylaw is available on the Town Website). The Commission regularly meets on the first and third Mondays of each month in Town Hall at 7:30 p.m. The meetings are open to the public and frequently involve consideration of multiple applications for exterior changes to buildings and properties, input from members of the public, and addressing violations of the Local Historic District Bylaw. The Commission issues certificates that are a prerequisite for obtaining a permit where required, and the HDC issues various other types of correspondence and notices on a regular basis.

In 2005, the Commission had another busy year for applications and certificates. Fully reviewed applications decreased slightly, from thirty-five in 2004 to thirty-two in 2005. The Commission issued twenty-two Certificates of Appropriateness and six Certificates of Non-Applicability. The number of issued Certificates (28) decreased by about 13%, in part reflecting denials, withdrawals, and the Commission's effort to step up enforcement of the Local Historic District Bylaw.

West Acton supplanted Acton Center as the most active of the three historic district areas, with seventeen filed applications. Acton Center had thirteen applications, and South Acton had seven. The largest number were for signs (9); fences, gates, and railings (8); windows, skylights and doors (7); and roofs (7). There were two new buildings (one in West Acton and one in Acton Center), two changes to external lighting, two playground sets, one demolition, one gutter project, one chimney, one deck, one septic vent, and one stone wall. Some applications featured more than one category of work.

Commission members are: Brian Bendig, Anne Forbes, Bonnie Geithner, Ken Gudit, Aaron Moore, Michaela Moran, and Tom Peterman. The Commission anticipates continuing with the following officers through 2006: Brian Bendig (Chair), Anne Forbes (Vice-Chair), and Michaela Moran (Secretary).

HISTORICAL COMMISSION

The objective of the Historical Commission is to protect and preserve the Town's historic character and assets, be they buildings, open spaces, landscapes, or historic districts. The Commission maintains the Cultural Resource List of significant structures in Town, and reviews any demolition of these structures via the public hearing process. The Commission can be a design resource to property owners who are remodeling older properties. The Commission also reviews and comments on proposed subdivisions with regards to the loss of stone walls, cart paths, old quarries, or other historic elements of the landscape. During the review process, the group frequently walks the land to identify and document culturally significant resources. The Commission works in conjunction with the Historic District Commission, with jurisdiction being everything outside of the three Historic Districts in Acton.

In 2005 the Commission saw significantly fewer requests for demolitions, as well as fewer large developments in the approvals process seeking HC comment. In 2005 the HC worked on the relocation of the Stationmaster's House on Great Road. The Commission gained a favorable National Register eligibility ruling for the Lothrop Mill on River Street, one of the last standing water-powered mills in Town.

We are working with an Acton resident on a license for the Wright Holden Farmhouse at 15 Mass. Ave, an arrangement where the resident will repair and rehabilitate the structure in exchange for rent.

In 2005 Ice House on Central Street was lost through neglect. The Building Commissioner deemed the structure unsafe and the owner was given permission to raze it. This was one of the last Ice Houses in Eastern Massachusetts. Other properties endangered by neglect include the Towne School, Exchange Hall in South Acton, and the Vallaincourt House behind Town Hall. The latter would be an excellent candidate for CPA funding.

The HC continues to work on the Request for Proposals for the update of our Cultural Resource List. This project was a recipient of CPA funding in 2004, and the project should be underway soon. We will be adding various barns and outbuildings of currently listed properties. After this project, we will continue to add properties as part of our state-mandated duties.

Memberships
Victoria Beyer
Anita Dodson
Peter Grover, Chair
Kimberley Connors-Hughes
William Klauer

CABLE ADVISORY COMMITTEE

The Cable Advisory Committee serves to advise the Board of Selectmen in matters pertaining to Cable Television in the Town of Acton. We also accept complaints from consumers and work with the cable company to resolve issues. We meet at Town Hall the second Thursday of each month at 7:30 p.m. Our meetings are open to the public, and citizens are encouraged to attend. In the past year, the Committee has addressed citizen complaints, provided information to citizens on the Town of Acton website, and responded to emails to the committee. In addition, the Committee has advised the Selectmen in their annual performance review of our incumbent cable provider, Comcast.

Plans for 2006

The Cable Advisory Committee has been advised that a second company, Verizon, is interested in offering Cable TV services in Acton. Verizon is now offering FiOS (Fiber Optic Service) Cable Internet service in parts of Acton, with availability in the whole Town expected by the summer 2006. As an incumbent telephone service provider, there was no licensing process required for Verizon to provide an unregulated value added service through their telecommunications infrastructure. Verizon has met informally with the Cable Committee and Selectmen and indicated their intention to provide FiOS Cable TV service.

Per the request from Verizon, we have initiated the state-mandated Cable Television licensing process. This process is expected to result in the issuance of a license. State law requires Towns to issue licenses to all qualified applicants. The next step in the process is for Verizon to send us a proposal. We will then write an "issuing authority report," send it to them, and begin negotiations on license terms. We would like to complete this as soon as possible.

The Town has always wanted our citizens to have the opportunity to choose more than one cable TV provider, and the Cable Committee is glad that a second company has decided to enter the local market. We hope to have this process finished by fall, but we cannot move faster than the timetable provided in state law. Filings must be made, public hearings must be scheduled, and all of these have waiting periods specified by law. Detailed information about the licensing process is available at [HYPERLINK "http://www.mass.gov/dte/catv/"](http://www.mass.gov/dte/catv/) <http://www.mass.gov/dte/catv/>. You may wish to read the document Cable Television Licensing Process - A Practical Guide to Initial Licensing for an overview of the process. Citizens are always welcome to attend our committee meetings on the second Thursday of each month, at the Acton Town Hall.

Cable Committee Members

John Covert, Clerk
Michael W. Geis
Theresa M. Landers
Mark H. Eisenberg
Maynard G. Brandon
Ernie J. Lang
Frits W. Riep, Chair
Brian F. Costello
Terra Friedrichs, Associate
Oleg H. Volinsky

ACTON ECONOMIC AND INDUSTRIAL CORPORATION

In 1997, the Board of Selectmen constituted the Economic Development Committee to consider methods of business development in town to help stem the rise in residential taxes. In 1998, Acton developed a Master Plan Update, which indicated that the townspeople were willing to examine ways to achieve this goal.

The Economic Development Committee had worked closely with the Planning Board on the 1998 Master Plan Update. It recommended the creation of an Economic Development and Industrial Corporation (EDIC), designed to spur commercial development consistent with the goals of the Master Plan Update. This required obtaining permission of Town Meeting to file legislation with the State for a Home Rule Petition to create the EDIC. This permission was granted in April, 2000, and in November of 2001, the Massachusetts Legislature passed this bill. The bill was accepted by another Town Meeting in April, 2003.

The goal of the EDIC is to lessen the rise in residential property taxes by spurring commercial development in town, consistent with the other goals of the Master Plan, such as preservation of open space and strengthening Acton's Villages and commercial centers.

During the summer of 2004 the Selectmen interviewed and appointed a Board of Directors to lead the EDIC. The Board members are:

Josh Chernin, Chairman
Jon Avery, Vice-Chairman
Bonnie Wilson, Clerk/Secretary
Harry Hedison, Treasurer
Jim Walker
John Ravis
(open)

The Board started meeting during mid-2004 and has spent much of its time investigating how other Massachusetts EDICs got off the ground and the types of work they do, as well as researching sources of funding and relationships with various state agencies. The Board currently has one open position and persons with applicable experience, especially with commercial real estate development, are encouraged to apply via the VCC.

The next major step for the EDIC is submission of an Economic Development Plan for the Town, which must be approved by Town Meeting. This is a public process and the input of the Townspeople is welcome.

ECONOMIC DEVELOPMENT COMMITTEE

The Board of Selectmen established the Economic Development Committee (EDC) to advise the Selectmen on matters pertaining to improving Acton's economic well-being. The EDC consists of up to eleven Acton residents or business owners representing various groups interested in enhancing Acton's economic development in accordance with the 1998 Master Plan Update. The committee is currently comprised of one representative from the Board of Selectmen, two Planning Board representatives, two Finance Committee representatives, two representatives from the Chamber of Commerce, and four-at-large members. The committee's stated objectives are:

- To promote current and new commercial development within the context of the Master Plan;
- Increase the commercial tax base to reduce the tax burden on residential taxpayers;
- Support commercial and industrial growth that will fit in Acton and contribute to the community's quality of life and fiscal stability; and
- Support the concept of village and business districts by encouraging businesses of appropriate scale that will contribute to a mix of activities.

The committee identified three priority issues for study in 2005, including the disposition of the transfer station land, the future of the Route 2 corridor, and the impact of 40B development on commercially zoned land in Acton. In addition to these priority issues, the EDC successfully advocated for the continuation of Acton's single-rate tax structure and continues to work with a small business in North Acton to explore options to allow it to expand its current operations despite restrictive zoning.

The EDC meets at Town Hall in public session generally on the third Thursday of the month. All are welcome.

Edmund Starzec, Chair,
Planning Board Rep.
Wayne Friedrichs, Vice Chair
Ann Chang, member
Philip Janus, member
Herman Kabakoff, Finance Committee Rep.
William A. Lawrence, Chamber Rep.
Chris Papathanasiou (Pappas),
Chamber Rep.
Rheta Roeber, Finance Committee Rep.
Lauren Rosenzweig, Board of
Selectmen Rep.
Gary Sullivan, Planning Board Rep.
Roland Bartl, Town Planner (staff)

FENCE VIEWER

The duties of the fence viewer are contained in Massachusetts General Laws, Chapter 49, Section 1-20, inclusive. This law pertains to the need for partition fences on property lines of adjoining improved parcels of land used for agricultural purposes (primarily the keeping of livestock). The appointed fence viewer for the Town reports no activity in such partition fences for the year 2005.

Although the Fence Viewer is now an archaic position, several general questions concerning fences are answered each year. Residents should keep the following facts in mind when planning to erect a fence:

1. Section 5.3.1 of the Town's Zoning Bylaw limits the height of walls and fences in yard setback areas to no more than eight feet.
2. Massachusetts General Law, Chapter 49, Section 21, determines when certain fences may be deemed a private nuisance and should be consulted when there is a question concerning a spite fence.

3. Section E39 of the Town Bylaws provides that when erecting a fence fronting on a public way the fence should not encroach within the public right of way without a written license from the Board of Selectmen. Assistance in determining the location of this right-of-way line is generally available from the Acton Engineering Department.
4. The installation of a fence does not normally require a building permit; however, erecting a fence in a Local Historic District (Acton Centre, South and West Villages) will usually require a Certificate of Appropriateness from the Acton Historic District Commission.

Please leave a message for me during the day at 264-9628, or by e-mail at engineering@town.acton.ma.us

David F. Abbt
Fence Viewer

REPORT OF THE LIFE AFTER NESWC COMMITTEE

The Life After NESWC (LAN) Committee, an advisory committee to the Board of Selectmen, was formed in 2004 to address the issues and potential opportunities facing the Town with the expiration of the NESWC contract in September 2005. The Committee was charged with developing a solution to the Town's solid waste needs upon the conclusion of the NESWC contract. This included determining the cost for operating the transfer station through fees as well as the possible demand for an outside vendor to operate the transfer station, as well as the costs associated with town-wide curbside pickup. The Committee also believed it important in evaluating these options to determine the value of the landfill and the transfer station on the open market. A series of requests for proposal were prepared and issued in 2004 and the result became available in early 2005. Few acceptable proposals were received with the most controversial being a proposal presented by a developer who wanted to build a Home Depot and supermarket on top of the landfill. This proposal met stiff community opposition and was withdrawn by the developer after it became clear that the Town would not support the zoning changes required for the development to occur.

At this time, various opponents of the development brought forward oral evidence from DEP that, contrary to evidence that had been provided to the Town, the landfill was indeed considered to be capped. At April Town Meeting the Town voted to allow disposal of Acton-only trash at the transfer station and to limit the hours of operation in the coming year to two days a week. Additionally \$200,000 was appropriated to make improvements to the recycling area. It was made clear that a special town meeting would be held in June to discuss trash disposal options further.

At the June Special Town Meeting, the town approved an article to reopen the transfer station six days a week and to fund all operations from fees. This also included accepting a one-year contract for trash disposal at the North Andover incinerator with favorable tipping fees. A second article that would have implemented a "Pay-as-You Throw" program at the transfer station was defeated.

The Committee, together with the Board of Selectmen, directed staff to resolve the landfill-capping question with DEP in writing. This was accomplished by applying for a post-closure permit that presented a newly designed recycling area together with potential recreation uses on the landfill. In October, DEP granted the permit, certifying in writing the proper closure and capping of the landfill.

The Committee and staff have worked to obtain bids from incinerators for both short term and longer-term (5 years or less) contracts for trash disposal. The Committee also looks forward to a late spring start on the construction and improvements to the recycling area.

Committee members:

Peter K. Ashton, Selectman
Bob Johnson, (Selectman) – resigned
John Murray, Assistant Town Manager
David Stone, Finance Committee
Pat Clifford, Finance Committee
Carol Holley, ACES
Ann Chang, citizen at large

Associate members:

Garry McCarthy
Sally Edwards

Staff Assistance:

Bruce Stamski

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council (MAPC) is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation and technical assistance in the areas of land use and the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy and interlocal partnerships that strengthen the operation of local governments. More information about MAPC is available at HYPERLINK "<http://www.mapc.org/>" www.mapc.org

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and three City of Boston officials. An Executive Committee composed of 25 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

MetroFuture -- Making a Greater Boston Region: State law requires that MAPC prepare, from time to time, a comprehensive regional plan. This planning process is now underway and is called the MetroFuture initiative. It started by asking the people of Greater Boston about their aspirations for the future of the region, and continues with a comparison between those visions and the future that will arise if our current trends continue unchanged. We are finding both exciting prospects and interesting challenges lie ahead if we continue our current pattern of growth and development. Here are just a few of the results, out to the year 2030:

Population will grow slowly, while the number of households will grow more quickly. By 2030, the region's population will have increased by 10%, approximately a third as fast as the projected U.S. population growth (29%). The number of households is projected to increase by 19% for that same time period, at a greater rate than the population, due to a continued decline in household size.

Consumption of land continues apace. Fifteen percent of land that was open in 2000 will be developed by 2030.

An older population will demand more homes and health care. There will be declines in all age groups under 55 and substantial increases in empty-nesters and elders, creating demand for different housing and contributing to an expected near-tripling of health care costs from 2000 to 2030.

Water in short supply outside the MWRA. Communities with public water systems not connected to the MWRA system will face serious water constraints by 2030; approximately half will exceed their permitted withdrawal rates.

These are among the results that will serve as a starting point for discussions across the region about alternative paths the region could take, beginning with a series of briefings early in 2006. Visit HYPERLINK "<http://www.metrofuture.org/>" www.MetroFuture.org to learn more about the project, and contact HYPERLINK "<mailto:MetroFuture@mapc.org>" MetroFuture@mapc.org to learn about how to host a briefing about the region's future.

Municipal Planning: MAPC continues to assist municipalities in implementing Smart Growth Principles through local zoning changes. Under the Vision 2020 program, MAPC provided zoning analyses or draft bylaws to the towns of Duxbury, Stoughton and Hanover. Through FY05 funding from Smart Growth Technical Assistance Grants, MAPC assisted Topsfield in developing a Low Impact Development storm-water and erosion control bylaw. Under funding secured through the Priority Development Fund, MAPC is developing mixed use or multi-family bylaws for the towns of Bedford, Stow, Millis, Southborough and Stoughton. Just recently, MAPC received notice of approval of its application for Smart Growth Technical Assistance funds to assist the towns of Hopkinton, Ashland and Southborough in examining alternative futures for the 900-acre Weston Nurseries property. MAPC also continues to provide information to municipalities regarding the Smart Growth Overlay Districts enabled under Chapter 40R.

Metro Mayors Coalition: MAPC works with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, regional public safety, and municipal public finance. Through this work, MAPC staffed the statewide Municipal Finance Task Force that reached consensus on a variety of public policy changes to reinvigorate the partnership between local and state government. We also formulated an \$11 million grant program to fund inter-local and multi-disciplinary approaches to stemming the tide of youth violence, drug use, and gang activities in the region. This program became law late in 2005.

The Metro Data Center, an official US Census affiliate, provides in-depth analysis of trends in the region and conducts

research on emerging issues that will strengthen the Council's ability to plan for the future. The Center works to increase public understanding of and access to demographic, social, economic and land use data and trends that affect the Boston metropolitan area. The Center also releases regular publications to maintain a general awareness about how growth continues to impact communities. The Center provides current accurate data to legislators, municipalities, public and private agencies, and the general public about growth trends in the communities and sub-regions of the greater Boston area.

Transportation planning: MAPC staff played an active role in helping to revise the MassHighway Design Manual, now known as the Project Development and Design Guidebook. As vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the annual Transportation Improvement Program, including transportation spending priorities for the region. We also developed population and employment projections to the year 2030, to be used in scenario modeling in the new Regional Transportation Plan and MetroFuture (see above) in 2006.

Legislative Advocacy: The Legislative Committee has worked to promote legislation that is of regional interest and is informed by smart growth principles (visit [HYPERLINK "http://www.mapc.org/regional_planning/MAPC_Smart_Growth.html"](http://www.mapc.org/regional_planning/MAPC_Smart_Growth.html) http://www.mapc.org/regional_planning/MAPC_Smart_Growth.html to view the list of principles).

At the beginning of the legislative session the Committee recommended for endorsement a full legislative agenda, which was subsequently endorsed by MAPC's Executive Committee. Among many items, the priorities include reform of the state's surplus land disposition policy; recapitalization of the brown-fields redevelopment fund; reform of the state's antiquated zoning laws; and repeat offender legislation. Contact Legislative Director Joel Barrera at [HYPERLINK "mailto:jbarrera@mapc.org"](mailto:jbarrera@mapc.org) jbarrera@mapc.org to learn more about the committee's priorities and how your community can get involved in regional advocacy efforts.

Metropolitan Highway System Advisory Board: MAPC staffs this board, established in 1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority. In 2005, the Board reviewed a number of Requests for Proposals and development proposals for various parcels along the Central Artery surface.

Regional Services Consortiums: The Regional Consortiums Project collectively procured more than \$3,000,000 in office supplies for 32 municipalities, and highway maintenance services valued at \$16,000,000 for South Shore and Metro-West cities and towns. The project also facilitates collegial forums among

members' chief administrative officers that focus on collective problem solving and resource sharing. MAPC, in partnership, with the Greater Boston Police Council, assists over 300 units of local government in procuring police, public works and general use vehicles, along with various public safety supplies.

Public Safety and Homeland Security: MAPC provides planning and fiduciary services to the Northeast Homeland Security Regional Advisory Council (NERAC), the Northeastern Law Enforcement Council (NEMLEC) and the Metropolitan Law Enforcement Council (METROLEC). Activities include procurement, research, and planning to enhance the delivery of public safety services and to ensure the region is prepared for either a terrorist attack or natural disaster.

Hazard Mitigation: Pre-Disaster Mitigation (PDM) plans help communities prepare for natural disasters such as floods, winter storms, wind, and geologic hazards. In 2005, MAPC completed PDM plans for 10 communities on the North Shore and 10 communities on the South Shore. MAPC is also developing PDM plans for 9 Inner Core communities, including Boston and neighboring communities, which will be completed in 2006. FEMA has awarded a grant to MAPC to develop PDM plans in 28 towns in the MAGIC, Metro-West, and North Suburban sub-regions, beginning in 2006.

495/MetroWest Water Resources Strategy: Working with the 495/MetroWest Corridor Partnership, MAPC completed three major components of a comprehensive water strategy for the corridor:

The Massachusetts Low Impact Development Toolkit, available at [HYPERLINK "http://www.mapc.org/lid.html"](http://www.mapc.org/lid.html) <http://www.mapc.org/lid.html>, was published and two regional workshops were held to present the toolkit to the public. The toolkit recently received the 2005 Outstanding Planning Project Award from the Massachusetts Chapter of the American Planning Association;

Once Is Not Enough, a guide to water reuse in Massachusetts, was published. It is available at [HYPERLINK "http://www.mapc.org/regional_planning/waterreuse.html"](http://www.mapc.org/regional_planning/waterreuse.html) http://www.mapc.org/regional_planning/waterreuse.html; and Two regional contracts for Leak Detection Services were developed for both the 495/MetroWest communities, as well as all the entire MAPC region. Learn more about leak detection services that are available to cities and towns in MAPC's January edition of the Regional Record, our electronic newsletter, located at [HYPERLINK "http://www.mapc.org/"](http://www.mapc.org/) www.mapc.org

Comprehensive Economic Development Strategy: Every five years, the Metropolitan Area Planning Council is responsible for developing a Comprehensive Economic Development Strategy (CEDS) in partnership with the Economic Development Administration. The 2005 CEDS, *Insuring Greater Boston's Prosperity*, contains an analysis of economic trends and conditions

and highlights five challenges to economic well being. It sets a context for inviting regional participation that moves toward a regional response to the challenges. The report is included in the January edition of MAPC's Regional Record, available at HYPERLINK "<http://www.mapc.org/>" www.mapc.org

Wind Power: Using a grant from the Massachusetts Technology Collaborative, MAPC recently completed a project to help ten North Shore coastal communities understand opportunities and obstacles to siting land-based wind turbines on municipally controlled properties. The project helped the communities to identify regulatory barriers to wind, and the environmental and financial impacts of a wind project. Area residents took part in a web-based energy survey and each community received wind information and siting maps. MAPC hosted two wind educational forums as part of the project, helped the city of Lynn to draft a wind turbine siting ordinance and facilitated the creation of Alternative Energy Committees in Gloucester, Swampscott and Rockport to advance the siting of wind turbines in their communities. Information about the North Shore Wind Project is also included in the January Regional Record at HYPERLINK "<http://www.mapc.org/>" www.mapc.org

MEPA Project Reviews: MAPC reviews projects under the Massachusetts Environmental Policy Act (MEPA) and submits comments on projects with significant regional impacts. In 2005, MAPC reviewed 166 MEPA filings (Environmental Notification Forms, Environmental Impact Reports, and Notices of Project Change), and submitted comments to EOEa on 58 of these. One of the most significant reviews of the year was a "Peer Review" conducted by MAPC and the Old Colony Planning Council on the proposed Village Center Plan for the former South Weymouth Naval Air Station. Visit HYPERLINK "http://www.mapc.org/whats_new/SWNAS/SWNAS_Summary_Document.pdf" http://www.mapc.org/whats_new/SWNAS/SWNAS_Summary_Document.pdf to view our comments.

Minuteman Advisory Group on Interlocal Coordination (MAGIC) (Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, Stow) In 2005, the MAGIC sub-region organized a major Emergency Preparedness Forum to discuss federal, state, regional, local, and public health emergency planning functions, plans, coordination, and cooperation; began preparations to participate in Pre-Disaster Mitigation Planning under a federal grant received by MAPC; joined Metro-West, the Southwest planning group, and MAPC in a roundtable discussion of "The Community Preservation Act: Five Years' Experience"; hosted two legislative breakfasts; provided feedback to MAPC on the role and function of sub-regions, on legislative priorities, and on MAPC's Strategic Plan; monitored activities related to BRAC review of Hanscom's potential plans under expansion and closure scenarios, and potential roles for MAGIC/MAPC; hosted a morning Planners' Roundtable where local planners and planning boards could share information, learn about innovative tools and techniques, and plan cooperative approaches; and provided input into vari-

ous transportation plans, including TIP projects, planning study ideas for the UPWP, regional bicycle and pedestrian plans, and the State Transportation Plan. MAGIC also provided support for multi-community (Bedford-Stow) development of mixed use zoning bylaws funded by the state's Priority Development Fund program. In this project, a visual preference poll, information on existing and model bylaws, and public education materials are being designed to benefit other communities.

MAPC Annual Report prepared and submitted by Marc D. Draisen, Executive Director, Metropolitan Area Planning Council.

PLANNING DEPARTMENT

The Planning Department has Roland Bartl as Town Planner, Kristin Alexander as Assistant Planner, and Kim DelNigro as Secretary. Ms. DelNigro joined the Department in April after Maura Haberman left to take another position in Town Hall. Its principal role is the support of all Planning Board functions and activities. In 2005 the Planning Department also provided staff support to the Economic Development Committee, the Community Preservation Committee, and the Comprehensive Permit (Chapter 40B) Policy Working Group. Highlights of work include plan reviews of the Ellsworth Village Senior Housing project before the Planning Board and the Woodlands Chapter 40B Affordable Housing project before the Board of Appeals; efforts to advance rail trails in Acton; development of upcoming revisions to the Acton Subdivision Rules and Regulations; development of upcoming proposals to better encourage affordable housing through Acton zoning regulations; and maintaining Acton's State housing certification. See also the separate reports from the Economic Development and the Community Preservation Committees. All duties are carried out under the direction of the Town Manager.

Planning Board

Members of the Planning Board are Selectmen appointees. At the end of 2005, the Boards seven regular members and two associates were:

Gregory E. Niemyski, Chairman
Christopher R. Schaffner, Vice-Chairman
William F. King, Clerk
Gary R. Sullivan
Edmund R. Starzec
Ruth M. Martin
Michael C. Densen
Bruce A. Reichlen, Associate
Alan R. Mertz, Associate

Former members Hartley E. Millett, Lauren Rosenzweig, and Stacy S. Rogers resigned during the year.

Planning Board meetings are open to the public, usually at 7:30 PM at the Memorial Library on the second and fourth Tuesday of each month.

Development Activity

When reviewing development applications, the Planning Board strives to protect the health, safety, and welfare of Acton's residents, and preserve the integrity of Acton's character. This aspiration is framed by the Town of Acton Master Plan and Zoning Bylaw. The Planning Board's authority to approve or disapprove development applications is also defined and limited by the State Zoning Act (MGL Ch. 40A), the State Subdivision Control Law (MGL Ch. 41, S. 81K-GG), and the constitutional rights of land owners.

In 2004, the Board granted one Senior Residence special permit (Ellsworth Village) and approved one definitive and two preliminary subdivisions. Fourteen ANR Plans (Approval Not Required plans in Subdivision Control Law) were signed. Much of the ANR activity involved land swaps and other rearrangements of property lines. Overall, the Board approved new building lots for only eight single-family homes. The table below shows the ten-year history of approved new residential lots.

Year	1996	1997	1998	1999	2000
New Residential Lots Approved	66	35	68	76	33
Year	2001	2002	2003	2004	2005
New Residential Lots Approved	15	103	4	8	8

In addition, the Planning Board approved the development of 33 senior residence units at Ellsworth Village. It should be noted that the Acton Board of Appeals also approved the development of 360 additional dwelling units by Comprehensive Permit (Woodlands at Laurel Hill) under M.G.L. Chapter 40B.

Zoning

The Acton Zoning Bylaw is the regulatory blueprint that affects the future use and development of land in Acton. It is the intent of the Planning Board that the Zoning Bylaw and any changes to it are generally consistent with the Master Plan. After holding public hearings, the Planning Board recommended and the 2004 Annual Town Meeting voted Zoning Bylaw amendments:

To address and regulate amateur radio installations.

To reduce split-zoning of parcels.

To consolidate the Affordable Housing Overlay District by removing parcels that had been used for other purposes and reducing split zoning of parcels by that district.

To make several housekeeping corrections and clarifications.

Special Projects

Bicycle Lockers

Kim DelNigro oversees the bicycle locker rentals at the South Acton train station. In 2005, twenty new bike lockers came on line for a total of forty. Twenty-one lockers were rented for the whole year and several more were rented from month to month. This continues the steady increase in the use of the bicycle lockers since they were initially offered in 1996.

Assabet River Rail Trail

The Assabet River Rail Trail of a new section in Hudson. In Acton, negotiations with one of the landowners concluded successfully with the Town acquiring the needed rail trail easement. Acquisition from the other landowner (MBTA) is awaiting legislative resolution of environmental insurance and liability concerns. ARRT, Inc. ([HYPERLINK http://www.arrtinc.org](http://www.arrtinc.org)) is a regional non-profit group that supports and advocates for the trail.

Affordable Housing

Following receipt of an Executive Order 418 grant, the Town with the help of Community Opportunities Group, Inc. completed the "To Live in Acton" report. The report identifies what housing needs exist in Acton and defines a significant housing affordability gap. Implementing the report's recommendations, representatives from the Board of Selectmen, the Planning Board, the Acton Community Housing Corporation met with the "To Live in Acton" consultant over the course of 2005 to develop a Town policy vis-à-vis Chapter 40B affordable housing projects that would define which types of 40B developments the Town would generally view favorably and which ones it would not. The policy is due out shortly for review by the full Board of Selectmen and Planning Board.

Simultaneously, the Planning Board has begun work on drafting new zoning regulations to encourage affordable housing in Acton that could become an attractive alternative to Chapter 40B Comprehensive Permits while retaining consistency with Acton's Master Plan. In the fall, the Planning Board met with local developers on this subject to receive their input and opinions. From that, Department staff has prepared a first draft of possible zoning changes, which will be further refined and discussed in public forums in 2006 before a proposal is brought to a future Town Meeting.

Respectfully submitted,

Roland Bartl, AICP
Town Planner

**PUBLIC CELEBRATIONS
COMMITTEE**

The Year 2005 was a most interesting year for the Celebrations Committee. I would like to thank two very special people for their time and patience – Christine and Donna. For without their help, it would have been very hard to learn the ropes of the Public Celebrations and Ceremonies. On Patriots Day, citizens followed the Minutemen as they retraced the Isaac Davis Trail to the North Bridge to Concord.

The Memorial Day Parade was successful again this year with bands from the schools, Minutemen, Fire Dept. Color Guard, Girl Scouts, Boy Scouts, Little Leaguers and Veterans marching in the parade. Lt. Col. Michael Farquhar, USAR Retired, was the Grand Marshal and a large crowd joined in the observance at the end of the parade in West Acton.

Veterans Day was observed at the Town Monument in Acton Center with Chief Warrant Officer 4, Army Retired Joseph F. McBreen as the speaker. The Acton Minutemen presented the history of the flag at this ceremony. All of these events were successful due to the efforts of individual volunteers and civic minded groups that pitched in to help us commemorate the history of our country. The Acton Minutemen continue to take the lead in participating in our celebrations along with the members of the Acton Emergency Management Agency. Both of these groups deserve a large Thank You from the Town for all their contributions.

The Public Celebrations Committee needs your help in planning and producing these important celebrations. Please join the Committee and add your talents to our celebrations.

Gail Sawyer
Chairperson

RECREATION DEPARTMENT

The Acton Recreation Department is located in Town Hall on the ground floor at 472 Main Street, Acton. Its staff implements seasonal events, a summer program for children, a summer cultural concert series and schedules use of town fields and facilities. For more information about the programs Acton Recreation offers, call 978-264-9608 x 0.

Municipal Recreation in Acton was re-established in 1998, when NARA Park was brought online. During our first year of operation we offered nine classes and provided recreational opportunities for approximately 150 people. In 2005 we offered 100 classes in addition to running the NARA Youth and Mighty Mini Summer programs (130 children per week), and NARA Beach (over 300 memberships). Residents and non-residents alike enjoyed using the boats: both kayaks and pedal boats

at NARA pond. The citizens of Acton had the opportunity to enjoy the summer concert series featuring eight free concerts. In addition, over 14,000 people attended the annual July 4th celebration! Acton Day was a success with NARA's first 5K race for adults.

Original director, Nancy McShea resigned and was replaced by Alison Trout. Ms. Trout has a background in recreation management.

Recreation has experienced continuous growth in the past seven years. The ability to maintain the current level of service, while finding revenues for new and existing programs has reached its limit. In order for our department to continue to offer new programs and maintain the current level of service we need a part-time secretary. We will expect to hire a part-time recreation assistant to join our staff for 2006.

Between 1998 and 2005, we completed major field improvements on Veteran's Field, NARA, Elm St., Jones and Hart/MacPherson fields. The TJ O'Grady Skate Park opened for use this year and we are using the Master Plan process in respect to the Morrison Farm.

Municipal budget constraints in 2005 focused greater department attention on seeking new revenue sources. We are actively pursuing Community Preservation Act funding to provide a financial source for the future field development at the School Street Fields. In addition we have worked closely with larger businesses in town in preparing bigger and more exciting special events with little to no cost to attendees. Of particular note were the following major sponsors who provided funding for the fireworks display at NARA Park on July 4th, Winterfest and Acton Day: Donelans, Gould's Plaza, Comcast and Cambridge Savings Bank.

The Acton Recreation Department and Recreation Commission look forward to completing some outstanding projects and to constructing new active recreation field space in 2006. Active recreation in Acton continues to grow at a steady rate. We have begun to address the chronic field shortage and hope to offer some viable assistance in this area in the next few years.

Thank you to all the volunteers that have given their time this year to assist us at special events, classes or bringing new ideas. Thank you to all of the youth sport leagues in town; their dedication to providing quality playfields for the youth of Acton should be commended. Additional thanks go out to the youth sport programs that have dedicated labor and money to improve all fields in town, with minimal cost to the Acton taxpayers. Finally, thank you to the Acton Highway, Acton Police, Acton Fire, Municipal Properties and Natural Resources crew for their continued support of the Acton Recreation Department.

We appreciate the Acton Recreation Commission for their continued enthusiasm and dedication to providing better recreational opportunities to the residents of Acton.

Acton Recreation Commission
Ron Schlegel- Chairman
Michele Zaremba- Vice Chair
Alison Gallagher
Matt Lundberg
Sasha O'Connell
Thomas Tidman – Natural Resources
Director
Alison Trout – Recreation Director
Maura Haberman – Recreation Secretary

TAXATION AID COMMITTEE

The Senior and Disabled Tax Aid Committee (STAC) solicited funds to the voluntary tax relief fund that the town established several years ago. This fund is designed to assist seniors and the disabled in need of property tax relief. Last year, the fund received \$8,000 in contributions from citizens in the town. STAC also reviewed the applications from over 30 individuals, many of who are qualified for other forms of relief, including Clause 18 abatements. These reviews are performed by the Committee in private, and complete confidence is maintained. The Committee disbursed the entire amount of available funds to various needy individuals. Unfortunately, we were not able to help all of those who truly need assistance. Currently the Committee is working to again replenish the fund so that monies will be available again this year.

In addition, other forms of tax relief are available for seniors and veterans. For example, the work program continues to attract a full complement of volunteers who donate their time in jobs for the Police Department, various Departments in Town Hall and the Memorial Library. The Assessors provide outreach to seniors and others to inform them of various programs available under the law that provides some property tax relief.

The Town has enacted all available legislation that provides tax relief to seniors and this Committee continues to work to lobby for additional assistance from the state. Members of the Committee attended and testified before the Legislature on behalf of the Town's Home Rule Petition seeking broader tax relief for seniors. The Legislature took no action on our Petition, but did broaden the Circuit Breaker and other state programs affording seniors some increase in available forms of property tax relief.

James Kotanchik
Peter Ashton
Carol Mahoney
Nancy Gerhardt
John Murray
Brian McMullen, staff

TRANSPORTATION ADVISORY COMMITTEE

The Transportation Advisory Committee had an interesting year in 2005; they lost some old members, gained some new ones and saw their role evolve to include working with other town committees as well as with Town Staff. As an advisory group to the Board of Selectmen, the TAC tackles local transportation issues covering everything from the need for neighborhood sidewalks to citizen concerns about traffic speed and safety. Its role includes the review of new development site plans, both commercial and otherwise, with a specific eye to their transportation impact, both vehicular and pedestrian.

In 2005, the TAC commented extensively on the Woodlands at Laurel Hill 40B project, slated to create more than 300 housing units in North Acton on the Acton/Westford line, participated in several ZBA hearings on the project, and recommended the inclusion of as many sidewalks and on-site services as possible to reduce traffic congestion in the area. The TAC also reviewed site plans for new venues such as the Sovereign Bank coming to Kelly's corner, the new Powers' Gallery on Great Road, the recently opened Not-Your-Average-Joe's restaurant and the new Ellsworth Village senior housing project under construction off of Pope Road. As a sounding board for citizens' concerns over street safety. The TAC met with several neighborhood groups requesting more sidewalks in their area including residents of Musket Drive and more recently with more than a dozen residents of Arlington Street. Concerned about the growing demand for parking spaces and the lack of supply at the South Acton commuter rail stop, particularly since the advent of the morning express train, the TAC played a proactive role in 2005 with the Planning Board in the formation of the new South Acton Commuter Rail Task Force (SACRTF). A TAC member serves on the SACRT force which seeks to promote the rail line and find some solutions to the parking challenge, without compromising the quality of life in South Acton.

In 2005, in a first, a TAC member also began representing Acton at the Lowell Regional Transportation Authority (LRTA) which sponsors Acton's only public transit other than the train, the Council on Aging shuttle and the RoadRunner. In keeping with a decision to be more inclusive in its approach, the TAC will be meeting with the Friends of Great Road in 2006 as it puts together the final version of a Route 2A Corridor Plan report with recommendations for improving overall traffic safety, including pedestrian, on this vital and increasingly busy highway. The TAC also hopes to continue collaboration with Town Staff on elaborating the system for prioritizing streets most in need of sidewalks.

Members

Antonio Santoro, LRTA Representative

Art Wu

Jim Yarin

Leslie Hogan

Holly Ben Joseph (pending)

Ann Sussman, Chair, SACRT Representative

Lauren Rosensweig, Selectperson Liaison

THE LOWELL REGIONAL TRANSIT AUTHORITY

The Lowell Regional Transportation Authority (LRTA) subsidizes two para-transit vans in Acton. These vans provide service for individuals at least 60 years of age or anyone disabled. The first van is operated by Acton's Council on Aging and the second van is known as the LRTA "Road Runner."

In 2005 the Board of Selectmen (BOS) sought an Acton representative to coordinate with the LRTA. The Transportation Advisory Committee (TAC) was asked to assist in this search.

Acton resident and TAC member Antonio Santoro volunteered and has been serving in this role since July of 2005. In coordination with both the BOS and the Council of Aging, Road Runner service has since been improved for Acton. The Road Runner now provides service to Boston area hospitals, Lahey Clinic, and the Bedford VA. In addition, the local service area has been expanded to include Westford. A Road Runner brochure has been updated and is available at Town Hall.

SUMMARY OF ROAD RUNNER SERVICE

Who:

Individuals at least 60 years of age and anyone disabled.

Where/When/How Much:

Within Acton/Tuesday through Thursday/\$1.00

To Concord or Maynard/Tuesday through Thursday/\$1.50

To Westford /Wednesday/\$1.50

To Lahey Clinic and Bedford VA/Wednesday/\$12.50

To Boston area hospitals/Wednesday/\$25.00

How:

Call LRTA at least one day in advance Monday through Friday between 8 AM and 4 PM at (978) 459-0152.

Antonio Santoro



Orders of the day.

PUBLIC WORKS AND ENVIRONMENT

BOARD OF APPEALS

The Board heard requests for three Variances of which two were denied and one granted. There was one request for a Flood Plain Special Permit that was granted.

The Comprehensive 40B hearing that was filed in 2004 for Laurel Hill was closed in December of 2005 after 14 hearings were held.

BOARD OF APPEALS MEMBERS

Jonathan Wagner, Chairperson
Kenneth Kozik, Member
David Black, Clerk
Cara Voutselas, Alternate Member
Richard Fallon, Alternate Member
William Sawyer, Alternate Member

BUILDING DEPARTMENT

New single-family dwelling permits increased. Permits for residential additions and alterations remained about the same. New Commercial permits increased. There were thirty-nine new sign licenses and twenty-seven special event signs licenses for businesses issued in 2005. As part of the Board of Selectmen policy, fifty-six banner permits for non-profit organizations were issued.

The figures for the year ending December 31, 2005 are as follows:

New Residential	58	\$ 10,658,000
Residential Additions & Alterations	48	\$ 12,919,929
New Commercial	10	\$ 1,061,500
Commercial Alterations	51	\$ 5,950,826
Demolitions	10	\$ 95,100
Total	612	\$ 30,660,555

BUILDING DEPARTMENT

Garry Rhodes, Building Commissioner
Gary Jarowski, Building Inspector
Laurie Livoli, Building Inspector
Shirley Buxton, Clerk
Cheryl Frazier, Secretary

CEMETERY COMMISSION

The Commissioners meet at 2:00 p.m. on the second Wednesday of each month. Their meetings are held in the Kennedy Service Building, located on the grounds of Woodlawn Cemetery, where the cemetery office is located. Office hours are 9:00 a.m. – 3:30 p.m., Monday through Friday. We are here to serve you and welcome your inquiries and/or comments either through a visit to the office or a phone call to: 978 – 264 – 9644.

The Cemetery Commission is responsible for expenditures from the various cemetery trust funds, and oversees the operation and care of the three Town-owned cemeteries: Woodlawn, on Concord Rd., Acton Center, est. 1738; Forest, on Carlisle Rd., North Acton, est. 1750; and Mount Hope, on Central St., West Acton, est. 1848.

The staff you meet when you visit the cemeteries or cemetery office, are part of the Department of Natural Resources, Cemeteries, and Recreation. Their duties include maintaining over 43 developed acres in the cemeteries, routine maintenance and major projects on over 1,500 acres of Conservation properties, as well as routine maintenance and major projects on the 64 acres of recreation areas. At the cemeteries, the maintenance crew constructs all monument foundations, sets flush markers, prepares and plants endowed flower beds, plants trees and shrubs, prepares for and assists at interments, and maintains their equipment on a year-round basis. Prior to Memorial Day, a potted geranium and an American flag, both supplied by the Public Celebrations Committee, are placed at the grave of every known veteran. In addition, the Crew Chief and Secretary assist in the selection and purchase of lots, assist Funeral Directors, help visitors locate gravesites, and answer inquiries about rules and regulations. They also schedule memorial/funeral services and wedding rehearsals/ceremonies at the Woodlawn Memorial Chapel, maintain the lot and interment records, and do their own billing and receiving.

WOODLAWN MEMORIAL CHAPEL

The Chapel was used for five funeral or memorial services and seven wedding ceremonies and their related rehearsals. This beautiful Chapel was constructed in 1937. The Chapel and the land upon which it is located, were given to the Town of Acton by Georgia Etta Whitney and her sister, Sarah A. Watson. Please accept our invitation to view the interior, by calling: 978-264-9644 to arrange a time.

THE CEMETERIES

In the calendar year 2005, we had eighty-seven interments. Of these, twenty-one were United States veterans and forty-seven were non-residents.

In response to lot owner feelings about the unsightliness of the equipment parked outside and the area that had been cleared for the storage building, ten Arborvitae were planted to act as a screen. We greatly regret, that for the second time, funds approved by Town Meeting vote have been insufficient to construct the badly needed storage facility that would protect and extend the life of much of our equipment.

After cleaning up debris shed by the trees during winter and spring storms, and clearing the roadways of the winter's accumulation of sand, the crew proceeded with Memorial Day preparations. Fertilizer and lime were applied and areas were over-seeded as needed at both Woodlawn and Mount Hope cemeteries. Again this year, we are attributing the minimal turf damage caused by the European Chafer grub to the prolonged rainy season. It is certainly a relief to see our cemeteries so green again.

Materials have been supplied by the Recreation Department for construction of a skating rink on the Woodlawn Cemetery field on Concord Road. Due to the Midwinter thaw, we have not been able to lay the plastic liner. In order to obtain ice of a thickness that will support skaters, the plastic liner cannot be laid nor the rink filled, until the ground beneath freezes solidly. While waiting for the water to freeze sufficiently, we post "no skating" signs. During this period we ask that dogs be kept from walking through the water and that people not test the ice by poking their hockey sticks or skate blades through it, as these are the two activities that cause the most damage to the plastic liner.

In calendar year 2005, the sum of \$82,547 was paid to the Town Treasurer to be deposited as follows:

General Fund	\$38,772.00
Cemetery Land Fund	7,885.00
Perpetual Care Fund	35,890.00

Once again, we would like to thank the members of the team that works so diligently to keep your cemeteries in the best possible condition: Tom Tidman, Director of Natural Resources, Cemeteries and Recreation; David Lee, Crew Chief; Nancy Howell, Secretary; Maintenance Men Shawn O'Malley, Michael Jackson, Tom Bailey and Jason Carroll; seasonal workers Brian Crowley, Michael Lesanto, Tom Procter and Andrew Zubatkin. Their tireless efforts are reflected in the appearance of the cemeteries, recreation areas and conservation areas. We also wish to acknowledge assistance received from the Highway Department, the Department of Municipal Properties, and the Acton Water District.

Leslie H. Gerhardt, Chairman
Charles H. Smith, Secretary
Brewster Conant

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (CPC) is responsible for the administration of the Community Preservation Fund, the selection and recommendation to Town Meeting of projects for funding, and the monitoring of the progress of funded community preservation projects. By statute, Community Preservation Act funds may be allocated to those projects that support the preservation and/or enhancement of open space, historic resources, community housing, and land for recreational use.

The CPC enjoyed great success in 2005, its second year of operation. With Article 17 on the April 2005 Annual Town Meeting warrant, the Committee recommended ten projects totaling \$730,150, a \$300,000 set-aside for future open space preservation, and funds to cover administrative costs. Citizens at Town Meeting voted overwhelmingly in favor of the full article. Several of those approved projects, such as the new Multi-Use Recreation Facility at Leary Field and the Jones Tavern chimney restoration, have already been completed, while others are ongoing.

As of June 30, 2005, the Town raised \$573,504 from the local CPA surcharge for FY2005 and in October 2005 received \$568,164 in State matching funds. Together with \$29,417 interest earned in FY 2005, and \$65,591 that remained unallocated from the previous year, Acton's total FY2006 Community Preservation Fund balance is \$1,236,676 .

In October, the Committee published its 2006 Community Preservation Plan with updated guidelines and information for applicants seeking community preservation funds. In November, the Committee began deliberations on sixteen submissions for funding. The CPC has reviewed all proposals, solicited legal opinion as to the eligibility of each of the projects, interviewed the respective proponents, solicited input from Town Boards, including the Selectmen and Finance Committee, and sought and received public input. The Committee's FY06 recommendations will be presented for action by all citizens at the April 2006 Town Meeting.

The Community Preservation Committee generally meets every 2nd and 4th Thursday of the month in the Acton Memorial Library meeting room. All CPC meetings are open to the public and the Committee welcomes public participation throughout the process. Citizens may email the Committee at cpc@acton-ma.gov or contact the Town Planning office at (978) 264-9636 with questions, comments, and feedback. For additional information and to view the current Community Preservation proposals, citizens may visit the Community Preservation page on the Town website at www.acton-ma.gov.

2005 CPC Members:

Matt Lundberg, Recreation Commission, Chair
Susan Mitchell-Hardt, At-large, Vice Chair
Ken Sghia-Hughes, Acton Housing Authority, Clerk
Jon Benson, Associate
Peter Berry, At-large
Tory Beyer, Robert Coan (former), Historical Commission
Catherine Coleman, At-large
Walter Foster, Board of Selectmen
Andrew Magee, Conservation Commission
Ed Starzec, Stacy Rogers (former), Planning Board
Nancy Tavernier, Associate
Roland Bartl, Town Planner, staff support

ENGINEERING DEPARTMENT

Staff

Town Engineer/

Director of Public Works -

Bruce M. Stamski, P.E.

Engineering Assistant III -

Corey S. York, E.I.T., S.I.T.

Engineering Assistant I -

Sean D. Duarte, E.I.T.

Secretary

(shared with Planning Dept.) -

Kim L. DelNigro

On February 25, 2005 David Abbt retired after 40 years of service to the Town. David continues to provide the Engineering Department with Professional Land Surveying services on a part-time basis. Kim joined the Department in March and Sean was hired in September.

Services

The Engineering Department provides the Town's various departments and committees with civil engineering and land surveying services. During 2005, the Engineering Department worked on the following:

Public Works Projects

- Prepared an as-built plan of the drainage culvert on School Street at Lawsbrook Road and submitted the plan to the DEP for a Certificate of Compliance
- Prepared a Request for Proposals and evaluated responses for the survey and design of sidewalks on Main Street from Post Office Square to Great Road
- Managed construction at the T.J. O'Grady Skate Park contract for concrete construction
- Surveyed, designed and managed construction of the parking facilities at the T.J. O'Grady Skate Park

- Surveyed and designed new sidewalks on Parker Street from Maynard to High Street.
- Surveyed, designed and supervised sidewalk construction on Martin Street from Jones Field to Central Street
- Submitted Wetlands By-law filings for the Highway Department drainage repair projects on Martin Street, Parker Street and the annual road repaving project
- Conducted traffic counts using the Department's electronic counters/classifiers on Davis Road, Arlington Street, Pope Road, Musket Drive, Squirrel Hill Road and at the Transfer Station
- Prepared survey plans for the Natural Resources Department at the Arboretum and NARA
- Surveyed, designed and supervised construction of a new sewer connection at the South Acton Firehouse
- Surveyed for sidewalks on Willow Street from Kingman to Central Street and on High Street from #30 to #46
- Assisted the Highway Department in implementing drainage improvements at several intersections including Mead Terrace/Mass. Ave., Carlisle Road/North Road, Central Street/Willow Street and Central Street near Prospect Street
- Assisted the Highway Department in implementing a new snow and ice removal program including equipment calibration
- Assisted the Highway Department in preparing an inventory of drainage retention/detention basins for routine maintenance and inspection
- Studied, recommended and supervised the installation of new traffic control signage on Musket Drive, Squirrel Hill Road, Keefe Road, Arlington Street, Pope Road and Alexandra Way
- Completed the Road Layout Plan at the intersection of Elm St. and Central Street
- Prepared a preliminary design plan for intersection improvements at Hayward Road and Main Street

Special Studies

- Prepared cost analysis and agreements for the private way plowing program
- Continued the follow up on the application to the Federal Railroad Administration for the continuation of the Town's Pre-Rule Quiet Zone (train whistle ban at railroad crossings)
- Assisted the Life After NESWC Committee in the preparation of the Post Closure Use Application for the landfill. Tasks included a topographic survey and preparing preliminary design plans for the consultants.
- Assisted the South Acton Commuter Rail Task Force (SACRTF) with their studies and implementation of the carpool program

- Worked with the Planning Department in evaluating the Subdivision Rules and Regulations with respect to roadway design and drainage requirements

New Development Work

The Engineering Department reviews plans and engineering calculations submitted for approval to various Town Boards. During 2005, the Department reviewed:

- 5 new site plans for the Board of Selectmen
- 3 comprehensive permits (40B) for the Zoning Board of Appeals
- 4 new subdivisions for the Planning Board

The Department inspected construction on 9 new roads to ensure compliance with plans and specifications and also prepared road bond calculations for 6 of these roads.

Ongoing Duties

- Prepare amendments to the Traffic Rules and Orders
- Prepare maps and graphics for other Departments
- Prepare street acceptance articles for Town Meeting
- Maintain and update the Town atlas and other maps
- Maintain and repair the Town's 4 traffic signals
- Maintain, repair and collect the money from the parking meters at the South Acton Commuter Parking Lot
- Collect groundwater samples at the landfill
- Issue and inspect street curb cut permits (70 total permits this year)
- Review building permits (612 total permits this year)
- Review sewage disposal permits (231 total permits this year)
- Review "Approval Not Required" plans (15 new ANR plans this year)
- Layout "No Campaigning" setbacks from voting polls

Resident Services

In conjunction with the Planning Department, the Engineering Department attempts to answer questions concerning flood plains, zoning, traffic signs, impacts of new development, property lines and a myriad of other topics. This Department

maintains files of deeds and property line plans and makes copies for a nominal fee. This service is generally on a walk in basis, however making an appointment will assure the correct person will be available to answer your questions.

Bruce M. Stamski, P.E.

Town Engineer/Director of Public Works

HIGHWAY DEPARTMENT

SNOW

Winter road maintenance began early for the department with the first snowstorm of the season in early November. Stormy weather continued and required the department to sand road surfaces thirty-five times and plow roads fifteen times. Deicing supplies had to be replenished frequently to have the department ready for anticipated future storms. The last snowstorm of the season hit our area in late March after which spring cleanup began. As always, sand and salt are available at the Highway Department for Acton residents. Please exercise caution while entering and exiting the area: trucks and equipment are moving throughout the yard.

ROADS

In April, sidewalk cleaning and road sweeping began. Due to the amount of sand that had been distributed during the winter, many areas had to be swept several times. Certain areas required scraping of the road edges before sweeping could take place. Sweeping of the roads was completed in June. Areas that were damaged by plowing were loamed and seeded as time permitted and signs were repaired or replaced. Drainage structures were repaired in several locations.

In May, nine roads were prepared for resurfacing. All were milled, leveled and resurfaced with bituminous concrete. Sixteen additional roads were resurfaced during September and October.

Crack sealing and infrared patching was done on many roads and line painting of town roads and parking lots was done throughout the town. Guardrails were repaired or replaced as needed and new sections were installed at the skate park and on a small section of Willow Street.

DRAINAGE

All drainage structures were cleaned during the summer and several pipelines that were clogged or broken were cleaned with a sewer jet and repaired. A collapsed aluminum pipeline under Willow Street was replaced with a reinforced concrete pipe. A small culvert under Carlisle Road was also replaced. Drainage was installed on Mohawk Drive and Mead Terrace to alleviate water problems that were causing icing problems

during the winter. Catch basins were installed on Willow Street near Central Street and on Central Street near Prospect Street to cure water problems. Drainage was installed on Martin Street in conjunction with a sidewalk project. Two drainage structures were repaired behind the Center fire station and the floor drains at the South fire station were connected to the town sewage system. Drainage was also installed in conjunction with the site preparation work that the department did at the new skate park on Hayward Road. Asphalt berms were installed in several locations where severe soil erosion was occurring.

SIDEWALKS

A new sidewalk was constructed on Martin Street from Jones' Field to Maple Street. Granite curbing and drainage were installed and guardrail sections were relocated. Work will continue in the spring to complete the project. Several sidewalks were resurfaced during the year using the crews of the town's paving contractor.

SPECIAL PROJECTS

The department spent a great deal of time in the early spring working with the Natural Resources Department and the Recreation Department leveling and seeding the new ball field areas on School Street. Many hours were dedicated to removing surface rocks and preparing a smooth playing surface for future use. Much of the credit for the field goes to my assistant, Russell Robinson. He spent many work hours overseeing the various stages of the project and hours of his own time operating equipment to level and seed the field.

Other projects undertaken by the department included site work at the Public Safety Facility and drainage and conduit installation at the new skate park. Materials were then hauled and graded for the parking area and the roadway.

TRANSFER STATION

At a Special Town Meeting in June, it was voted to operate our transfer station five days per week and be open for residents use only. The department continues to accept leaves and Christmas trees for recycling in addition to the many other items at the recycling center. Handouts are available at the gatehouse that will answer your refuse and recycling questions. The hours of operation and additional information are available on the town's web site. We urge all residents to recycle.

RECOGNITION

In closing, I wish to thank my assistant, Russell Robinson and my secretary, Karen Switzer-Neff for their continued dedication and hard work throughout the year. Understaffing in the department has made daily scheduling of work difficult at times. I wish to commend the staff for filling in the gaps caused by these shortages. I also want to thank all of the other depart-

ments for their continued help and cooperation throughout the year. A final thanks to the crew of the Highway Department for all of the projects undertaken and completed this year. Thank you, well done to all.

HIGHWAY DEPARTMENT STAFF

Karen Switzer-Neff, Secretary
Russell Robinson, Assistant Superintendent
Richard Waite, Crew Leader – Highway
Don Hawe, Heavy Equipment Operator
Kevin Farrell, Heavy Equipment Operator
Ken Lane, Light Equipment Operator
Kevin Baker, Light Equipment Operator
Mark Fitzpatrick, Truck Driver / Skilled Laborer
John Bailey, Truck Driver / Skilled Laborer
Carl Maria, Truck Driver / Skilled Laborer
Charles Willett, Lead Mechanic
Sam Bell, Equipment Repair Person
William Wilkie, Equipment Maintenance Person
Robert Mallard, Landfill Checker – Transfer Station
Craig Kellogg, Heavy Equipment Operator – Transfer Station
David J. Brown, Highway Superintendent

LAND STEWARDSHIP COMMITTEE

The Land Stewardship Committee is a volunteer sub-committee of Acton's Conservation Commission responsible for the care of over 1650 acres of Acton's conservation lands. Most of our work is maintaining the conservation lands, blazing trails with paint, widening the trails when they grow narrow, removing blowdowns, mowing meadows, installing and repairing bridges, walkways and kiosks, supplying maps to kiosk map boxes, removing trash, cleaning up vandalism, and reporting major encroachment issues to the Conservation Commission and town staff. We continue to meet with other trail maintaining groups in the region to share ideas and experiences.

In addition to the work of the dozen land stewards, we rely on the support of additional volunteers. Volunteers helped with trail cutting, boardwalk construction, and wood-chip placement. Particularly large and vigorous crews came from the schools, during the Spring Senior service day and a Junior High 8 Green team service day.

Our major work project this year was the replacement of over 140 feet of boardwalk over Grassy Pond Brook near the Newtown road entrance. We added a short new trail to highlight some interesting stone piles in the Spring Hill area, and continued our collaboration with the New England Antiquities Research Association to restore an old stone chamber in the Nashoba Brook area by writing up and submitting a Community Preservation Act proposal.

We provided a representative to the Morrison Farm Reuse Committee, and sponsored a talk by Lynda Simkins of the Natick Community Organic Farm to foster discussion about using part of the Morrison Farm site as a town-owned educational farm.

We reprinted our full-color Acton trail guidebook with some updates, and it is now available at town hall, Acton EMS, Butter Brook Organic Farm, and Pedal Power Bike & Ski.

To learn more about the LSCOM or to volunteer on our trail projects, visit our website at <http://www.acton-ma.gov/LSCOM/> or email us at lsc@acton-ma.gov

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Joan Cirillo - Nagog
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David Cochrane - Heath Hen Meadow
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Paul Wasserboehr - Great Hill
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MUNICIPAL PROPERTIES

The Municipal Properties Department discharges the following duties:

1. Design, construction, maintenance, utilities, and management of all Town buildings, except those controlled by the School Department.
2. Development and maintenance of the Town Common, roadsides, and landscaped areas.
3. Management of street trees as provided in MGL Chapter 87, and management of Public Nuisances related to shade trees, as provided in MGL Chapter 132.
4. Technical expertise as needed for site plan and subdivision reviews and inspections.
5. Assistance to other departments as needed in the areas of purchasing, land management and construction.

VEGETATION MANAGEMENT

This year 140 dead or dangerous street trees were removed. 214 street trees were pruned to reduce hazards, and 85 stumps that presented traffic hazards were ground out below grade. Thirty-two trees were removed for the Martin Street sidewalk project.

There are now over fifty miles of subdivision streets in town, some of them over forty years old. As the tree stock in these subdivisions mature, limbs and whole trees start to encroach into the right-of-way, blocking intersections and impeding the passage of larger vehicles, such as school buses. Pruning back this growth has become an increasing workload for the department, and this work will increase as the plantings in newer subdivision mature. There are now over thirty miles of sidewalks in town. Trimming back the vegetation along these sidewalks is also creating a very large workload for the Department.

Ten trees were removed at the Acton Arboretum to provide space for a Lilac collection, and 50 small hybrid lilacs were moved into this area

Approximately 50 miles of road shoulder were mowed with the side arm mower or brush hog, and 20 areas were cut back with chain saws. All intersections and sidewalks were checked and trimmed back as needed to alleviate traffic hazards. Poison Ivy growing along the Rights of Way in numerous locations was sprayed with a selective herbicide.

The Department responded to storm related tree damage calls on six dates; in many instances this involved multiple trees.

Verizon contracted with Lewis Tree Service to perform line trimming in the entire town to provide space for the installation of a full fiber optics network. This work was inspected by the Tree Warden.

A major cause of street tree death in Acton continues to be Ash Decline; believed to be caused by a mycoplasma like organism, or M.L.O., which is believed to be transmitted by a leafhopper. The disease is always fatal within one or two years when it infects drought stressed ash trees.

In addition to the high mortality rate of White Ash trees, there are three other areas of concern. Hemlock Woolly Adelgid is a concern for home landscapes and conservation areas. This is an invasive alien insect, introduced into North America from Asia. This sucking insect infests Canadian Hemlock (*Tsuga canadensis*), and almost always leads to the death of the tree within three to five years, if left untreated. The second major concern is the Asian Longhorned Beetle, which can cause extensive heartwood damage and structural failure of hardwood species. This insect originates in China, and has been accidentally imported in wood dunnage such as freight pallets. As of this point the insect has not been identified in Massachusetts, but the potential for widespread damage exists since we are located close to a port city and have extensive hardwood forests. The third major concern is the Winter Moth, again an invasive alien species that was imported into Plymouth County, most likely on nursery stock from Nova Scotia. The caterpillar stage of this insect hatches in very early spring, and has caused near total defoliation of hardwood forests in southeastern Massachusetts. State and Federal officials have been rearing and releasing parasites to control the Winter Moth, but most likely we will see some defoliation in Acton over the next few years until the parasites catch up.

All subdivisions, cluster developments, and commercial site plans were reviewed for compliance with local landscaping standards.

FACILITIES PROJECTS

Construction of the new Public Safety Facility, designed by Jacunski Humes Architects LLC, and under contract with Baybutt Construction Managers, Inc., was completed on budget and on schedule. Net construction change orders in this project were held to just under 2.5% of the construction cost, a major accomplishment for all involved. Occupancy of the Dispatch, Fire Administration, and Police portions of the building took place in early April, with Fire and EMS dispatch becoming fully integrated into the facility during the summer. The grounds were landscaped by the Municipal Properties Department and the Highway Department, using donations from NSTAR Electric and Weston Nurseries, and also with plant materials donated and planted by Kennedy & Company. The helicopter landing pad, paid for through donations, was dedicated during the formal building dedication and open house, held in October. During construction and since the dedication we have hosted visits from a number of agencies interested in viewing this absolute state of the art facility. The Director acted as Project Manager for this facility, assisted by Gary Jarobski and Laurie Livoli acting as Clerks.

There were a number of repairs and upgrades in our public buildings in 2005:

Community Preservation Act funding was approved at the 2005 Town Meeting to replace the Town Hall slate roof, originally installed in 1864. Construction specifications were completed by Lerner, Ladds, & Bartels, Inc., the project was put out to bid, and the low bid came in at \$157,000, well above the appropriation of \$120,000. The roof continues to deteriorate, and a request for additional funding has been submitted to the Community Preservation Committee for the April, 2006 Annual Town Meeting.

Various upgrades to the three Fire Stations were undertaken in 2005. A new underground electric service was installed at the Center Station, new overhead doors and a wash bay were installed at the South Station, and new air conditioning and the installation of a new generator, surplus from the Police Station, were performed at the West Station. All three stations had minor internal electrical upgrades as well.

Central air conditioning was installed in the office area of the Kennedy Service Building, at Woodlawn Cemetery.

A new heating system was installed at the Windsor Building, generously donated by MetroWest Mechanical. This upgrade was critically needed, and makes the operation of the Food Pantry housed in that building much more pleasant.

The vacant Towne Building continues to deteriorate while waiting a decision whether or not it will be converted to affordable housing.

The Public Works Building is now over thirty years old, and a number of upgrades and expansions still need to be performed to keep it adequate and functioning.

Despite the list of repairs noted above, the budget cutbacks have created some serious long-term maintenance issues. Day to day custodial care of our facilities has suffered due to the fact that we now have the same size crew as we had in 2003, but have 20,000 square feet more of 24/7/365 space to maintain with the opening of the new Public Safety Facility. A number of capital projects, such as painting of Town Hall, have been delayed repeatedly, which will accelerate the deterioration of the building; in fact, we had to repair some of the windows on the ground floor in 2005 due to rot caused by paint failure. The shutdown of the capital plan also impacts vehicle replacement, which will result in an unreliable fleet, longer response times in storms, and eventually a major purchase of many units at once.

Littleton Electric Light Department continues to serve as the town's vendor for streetlight repairs. Two new streetlights were approved for installation by the Selectmen over crosswalks in high traffic areas. Streetlight outages and requests for new lights should be submitted to the Municipal Properties Department.

All members of the Department received additional training as needed to maintain licenses and certifications. For example, all employees who apply pesticides attended training workshops sponsored by the University of Massachusetts, and the Director attended several training sessions run by the Office of the Inspector General to keep current on changes to state procurement laws.

In closing, I would like to thank the various civic organizations, volunteers, and Town departments who have assisted this Department in the past year. As always, a great deal of credit should be given to the hard work and dedication shown by the Municipal Properties staff:

Andrea Ristine, Secretary
Malcolm MacGregor, Grounds Crew Leader
Dayle MacGillivray, Building Maintenance
Crew Leader
David Walsh, Groundskeeper
Brian Kissane, Groundskeeper
James Howells, Building Maintenance
Steve Gray, Building Maintenance
Paulo Inacio, Building Maintenance
David Porter, Seasonal

Dean A. Charter, Municipal Properties
Director & Tree Warden

NATURAL RESOURCES

Acton's Natural Resources Department is comprised of three divisions: Cemetery, Conservation and Recreation. Our employee's work diligently to deliver services to the people of Acton. We take great pride in our work and strive to deliver a high level of service in a challenging municipal environment as budgets continue to tighten.

Our grounds crew is responsible for maintaining all of Acton's recreation fields, the Arboretum grounds and NARA Park, as well as all grounds maintenance at Acton's three cemeteries. Two important beautification projects were undertaken this summer and fall at NARA where our grounds crew planted many shrubs and trees near the amphitheatre and wetlands swale. Funds were made available for the plantings from a grant awarded to the Town. A local nursery generously donated additional plants.

New residential development continues to occur at a steady rate, with many sites requiring the attention of the Conservation Commission. This past year the Commission heard 26 Notice of Intent filings and 11 Request for Determination filings. A tremendous amount of the Commission's time was consumed reviewing Chapter 40B projects, a process that has added many hours of review to each development.

Congratulations to Andrew Magee being elected as Acton's newest Board of Selectmen member. The Conservation Commission will miss his leadership skills and understanding of the Wetlands Protection Act. Andy has been a Commissioner for ten years. A fond farewell goes to Jeffrey Rogers who also left the Commission in 2005.

This was a busy year for the Recreation Division of the Department with the departure of our long-time director Nancy McShea. During this past year finishing touches were made at the T.J. O'Grady Skatepark, with special thanks to the Highway Department for all their help at the site. Grading and seeding was completed at the School Street Soccer Field, increasing the site's potential for active recreation from four to ten acres. In addition, the walkway around the pond at NARA Park was resurfaced to allow for a more stable walking surface and sand was added at the beach this fall. Natural Resources employees spent many hours behind the scenes during the 4th of July celebration, the summer concert series and at Acton Day in September, keeping NARA Park clean.

A special thank you to the Natural Resources Grounds Crew and Crew Chief for keeping the cemeteries looking beautiful and for all their hard work on the many other properties we maintain. Also, thank you to the other Town of Acton Departments that help us to keep up with an ever increasing workload. Acton is very fortunate to have a deep and dedicated volunteer base and the Natural Resources Department are the prime recipients of their fine work. The Friends of the Arboretum is a great example of volunteers at work; without them the Acton Arboretum would suffer greatly. To the Conservation, Cemetery and Recreation Commissioners the gift of your time and expertise is greatly appreciated.

Andrew Magee
Terry Maitland
Julia Miles
Michael Eder
Cheryl Lowe
Janet Edachi
Bill Froberg

Tom Tidman, Director
Andrea Ristine, Secretary



Gun Salute

ANIMAL INSPECTOR REPORT

During the past year, 54 animals were quarantined for rabies. The animal quarantines consisted of 20 dog and five cat bites where there was human contact. Additionally, 29 domestic animals were quarantined for possible exposure to rabies from wildlife other than domestic animals. All quarantined animals were quarantined for the prescribed period of time necessary to determine the animal is free of the rabies virus. Three cats were submitted to the state lab for rabies testing and all three were free of rabies. I conducted the yearly barn inspection census. Five barns in Acton were checked and all were found to be in order. From the barn inspection census, farm animals number 52 horses and one pony.

Patrick H. Palmer

BOARD OF HEALTH

The Board of Health continued to meet and deal with many significant public health and environmental issues during 2005. Of particular importance to the Town and the Board was the issuance of the Final Record of Decision (ROD) by EPA for the W. R. Grace Superfund site. For the past 27 years, since the discovery of hazardous waste releases on the W. R. Grace property, the Town has been closely involved in monitoring and commenting on remedial activities conducted by W. R. Grace and mandated by EPA. This summer hearings were held to determine the final resolution of contaminant plumes that had migrated from the Grace property to the aquifers used by the Acton Water District. The Town was incredulous when EPA supported W. R. Grace's solution of natural attenuation for a large portion of the contaminant plume. Local citizens, ACES, the Board of Selectmen, the Acton Water District, State Representatives Cory Atkins and James Eldridge, State Senator Resor, Congressman Marty Meehan, Senators Edward Kennedy and John Kerry and the Board of Health convinced EPA that this solution was unacceptable and successfully had the ROD rewritten to require targeted treatment of the most extensive contaminant plume. It will be the Board of Health's priority goal to monitor the design of the remedial plan and ensure that Acton's voice continues to be heard throughout the implementation phase.

Other highpoints for the Board were the implementation of a Volunteer Corps to operate an Emergency Dispensing Site, the State approval to expand the Middle Fort Pond Brook Sewer Treatment Plant's capacity from 250,000 gallons per day to 299,000 gallons per day, the CPA's approval to construct the Pine Hawk Archaeological display repository, the finalization of the Non-Point Source Pollution Control Devices Program, the completion of Phase II of the Comprehensive Water Resources

Management Program, the third year of the Stormwater Phase II Program, the Region 4A Bioterrorism Comprehensive Plan, and the continued participation in the Westford/ Tyngsboro/ Chelmsford/ Acton Tobacco Alliance.

In June of the Health Department was successful in obtaining a second grant from the Department of Public Health to begin the planning of a Volunteer Corps for an Emergency Dispensing Site. An Emergency Dispensing Site addresses a federal requirement that each community must be prepared to vaccinate the entire community within 48 hours of a declared emergency. With funds from the grant the department hired Kim Shea, a graduate student from Boston University, to establish the network of volunteers needed to operate an Emergency Dispensing Site. By year's end 120 volunteers had been identified and cataloged according to skills and interests. In addition, an organization chart with job descriptions for each volunteer were drafted and in the process of being reviewed. By mid-year the Board anticipates that the plan will be complete and ready to be implemented with the existing volunteer base.

The Health Department's oversight of the Wastewater Treatment Plant again saw the plant continue to meet or exceed the extremely high treatment levels for subsurface effluent discharge. Due to these treatment levels being a standard far greater than either the permit requirements or the design expectations, the Department was able to increase the permitted discharge capacity of the plant from 250,000 gallons per day to 299,000 gallons per day. This 20% increase in capacity will allow the sewer service area to be expanded to additional needs areas that have been identified in the Comprehensive Water Resources Management Plan.

Last spring the Health Department was successful in gaining Community Preservation Committee and Town Meeting approval for the construction of a permanent repository of the Pine Hawk Archaeological finds in the Town Hall. The majority of the artifacts discovered during the sewer project, on land overlooking the Assabet River, have been identified as Native American implements and tools dating back as far as 7,000 years but there was also a small amount of material from Colonial times three hundred years ago. The repository will have a rich selection of the artifacts that were found showing the timeline of occupation at the Pine Hawk Site, as well as the types of tools, implements and fire pits that were used. In addition, as part of the project a presentation of the archaeological finds was presented to the entire fourth grade of the Acton Schools. This presentation was videotaped and will be included in the repository and will be accessible through a DVD viewer.

The Board of Health's EPA grant for construction of a Non-Point Source Pollution Control device was completed this fall. The construction of the vegetated wetland at the North Acton

Recreation Area should prove to be a valuable asset. All storm water to the north of the swimming pond will be diverted to this wetland. The design of the wetland will allow for the removal of nutrients that in the past have impacted the ability of the pond to stay open for the entire swimming season. The Board looks forward to seeing the long term testing confirming the viability of this type of storm water solution.

This past year the Town filed its second compliance report with EPA for its NPDES (National Pollution Discharge Elimination System) Storm Water Phase II Permit. The Health Department working with the Planning Department, Public Works, Natural Resources Department, SUASCO, Acton Stream Team and the Water District achieved many goals to maintain the Town's compliance with federal requirements. From educational programs available to the schools and residents to increased focus on maintenance of the Town's Stormwater system great efforts and positive results are being made.

The larviciding and stream management program implemented by Central Massachusetts Mosquito Control Project (CMMCP) continues to address the health impacts from mosquito population. The West Nile Virus, previously found in other parts of the state, was first identified in Acton birds in 2001. The CMMCP conducted stream clearing throughout the Town and began complaint spraying in June. With the experience of the human deaths in Massachusetts linked to the West Nile Virus the Board intends to remain vigilant on this issue. It should be noted that this program has also assisted the Town in gaining Stormwater compliance with its focus on cleaning streams and culverts.

For the eleventh year, two Hazardous Waste Days were conducted in May and in September. Over 900 residents participated in these two days. The collection of CRTs (Cathode Ray Tubes) as hazardous waste has added significantly to both the amount of waste collected and the time required to collect the waste. Every resident who arrived during the collection time was able to rid themselves of their household hazardous waste and the wait for service was held to the minimum.

The Health Department conducted Certified Food Service trainings in conjunction with its newly qualified staff. This allowed the department for the first time to provide the mandatory training as required by State Law. The trainings conducted were well received and all food vendors within Acton have current certifications in great part because of these training sessions.

With the establishment of federal funds to assist regional efforts to respond to Bioterrorism threats, the Health Department became very involved with the planning efforts of Massachusetts Public Health Region 4A. This group of 34 communities bordering the Route 495 corridor has developed a plan that provides emergency equipment and communications for every health department. By year's end the Region's consultant, the Metropolitan Area Planning Commission, had completed a

comprehensive Regional Emergency Response Plan that coordinates the efforts of all the communities through a Geographic Information System application.

In response to a Citizen's petition at Annual Town Meeting the Board took on the responsibility of examining environmental standards for fill placed within the community. By year's end the Board had determined that the Hazardous Materials Control Bylaw and the Zoning Bylaw should be amended to reflect prohibitions regarding special wastes. Based on that determination the Board committed to bringing those amendments to the 2006 Annual Town Meeting.

The Board again thanks the Westford/ Tyngsboro/ Chelmsford/ Acton Alliance for their assistance in administering a program of conducting tobacco compliance checks for all stores that sell tobacco products on a quarterly basis. Tina Grosowski again took on the responsibility of checking stores for sales of tobacco to underage buyers and ensuring access to tobacco products was deterred. The Board plans to continue working with the School Department to find better controls in bringing compliance to the no smoking regulations required for activities on school grounds. In addition, the Board found that the existing Tobacco Control Bylaw needed to be revised to reflect the newly enacted State Law. Based on that finding the Board committed to amending the Tobacco Control Bylaw at the 2006 Annual Town Meeting.

The Board of Health thanks the staff of the Health Department (Health Director, Doug Halley, Sanitarians Brent Reagor and Heather Marceau and Secretary Sheryl Ball) for ably assisting the Board in achieving so many goals in the past year. The Board also extends its thanks to the following members of other departments who helped in the past year: Frank Widmayer, Police Chief, Tom Tidman, Natural Resources Director, Gary Rhodes, Building Commissioner, Bob Craig, Fire Chief, Roland Bartl, Town Planner, Dean Charter, Municipal Properties Director, Bruce Stamski Director of Public Works, Jim Howell, Maintenance and Allison Trout, Recreation Department Director. They wish David Abbt the very best on his well-earned retirement from the Engineering Department. The Board appreciates the service given by former member Roxanne Hunt and welcomes Pamela Harting Barrat and William Taylor to the Board and Philip Alvarez as a Voting Associate.

Board of Health Members
William McInnis, Chairman
Mark Conoby, Member
Joanne Bissetta, Member
Dr. Pamela Harting-Barrat, Member
Dr. William Taylor, Member
Robert Oliveri, Associate Voting
Philip Alvarez, Associate Voting
Rita Dolan, Associate

DOG OFFICER REPORT

During the past year I received 237 calls regarding dog problems through Acton.

The majority of these calls were solved over the telephone. Owners claimed all but one dog that was picked up this year. The one unclaimed dog was held for the necessary 10-day period then was taken to The Lowell Humane Shelter after it was determined that its owners could not be found. Additionally, 11 dog bylaw citations were issued to dog owners who permitted their dogs to roam freely and become a nuisance to others.

Patrick Palmer

ACTON EMERGENCY MANAGEMENT AGENCY

The Acton Emergency Management Agency (AEMA) is an organization and consists of the following: Communications/R.A.C.E.S. (Ham Radio Operators), Shelter Management, Auxiliary Fire Department, Rehab Team and Explorer Post #7. All the members are expected to take First Aid and CPR so that their training is always up to date. Our members provide First Aid, Communications and logistical support at many of our town's celebrations including Patriots Day, Memorial Day, Fourth of July, NARA, Oktoberfest and other events.

Through out the year different members of the Agency have taken courses through the Federal Emergency Management Agency (FEMA), Massachusetts Emergency Management Agency (MEMA).

Our R.A.C.E.S./Communications (Ham Radio Operators) continue to participate in the State's monthly R.A.C.E.S. drill. Communications is a vital part of the Acton Emergency Management Agency.

Our members provide many volunteer hours to the town, not including regular meetings, and training. The agency is ready to respond to help make a difference in time of need and are available 24 hours a day. We may be contacted by calling 978-264-9655 and leaving a brief message along with your telephone number. A member of the Agency will return the call as soon as possible.

The Acton Emergency Management Agency maintains two literature racks that display brochures from the Federal Emergency Management Agency and the Massachusetts Emergency Management Agency. These racks are located in the Acton Memorial Library and the Acton Town Hall. Citizens are encouraged to take these free brochures. We would like to thank the Acton Memorial Library and the Acton Municipal Properties for their continued support in this project.

We would like to thank the Acton Fire and Police Departments along with the Nursing Service for their cooperation and continued support. We are grateful to the Acton Highway Department for keeping our vehicles in running condition and to Municipal Properties for the upkeep of the Emergency Management Agency building.

The Acton Emergency Management Agency is always happy to accept applications for more volunteers. Use your skills to help your Community. For more information please call 978-264-9655 and leave a brief message. We will return your call as soon as possible.



Acton Minutemen Drummers

ACTON FIRE DEPARTMENT

Once again, in 2005 the Fire Department was fortunate not experience any significant fire losses, no significant injuries or fire deaths. Many of our fire and emergency incidents did have the potential to become far more serious had it not been for the rapid response and intervention of extremely capable and efficient fire and/or emergency medical personnel.

An item of note in 2005 was the opening of the Public Safety Facility and the transition to joint dispatch for both police and fire personnel using civilian dispatchers. The new Public Safety Facility centralizes Fire Administration offices and a combined dispatch center, an Emergency Operations Center, increased training space and shared conference room space. These arrangements not only provide a well designed and much needed office/administrative space but more importantly allow for the redeployment of four trained FF/EMT who previously were assigned to dispatch duties.

Following is a brief synopsis of the highlights and changes that occurred in the Acton Fire Department in 2005.

Personnel

In August Firefighter Dan Morse retired from the department after serving for twenty-four years. He was a dedicated firefighter who assisted with a number of station and apparatus projects during his tenure.

During the year members of the department were saddened to note the passing of Call Lt. Richard Gallant (Ret.) who served the Town of Acton as a call firefighter and officer with the call fire company in West Acton. Dick was not only a good friend but with his wit and humor, his love of the fire service and his compassion for others, he served this Town and this department well for many years.

Apparatus and Equipment

A new first-line engine was purchased from the Ferrara Fire Apparatus Company, located near New Orleans, Louisiana. This engine was delivered in March and, once equipped, was placed in service. This purchase has completed the replacement of all first-line engines for the department. Our modern first line engines have not only provided our personnel with far more efficient apparatus, but more importantly, have provided them with safer apparatus. Once again, this project could not have been accomplished without the assistance and participation of many of our personnel who deserve a great deal of thanks for their efforts.

Through the efforts of Captain Mike Lyons, we have completed a project of providing new turnout or protective gear for our firefighters. FF/EMT Ken Ineson assisted Captain Lyons in maintaining our protective equipment.

The firefighters are working on the restoration of the two Antique fire engines owned by the Town. The two matching 1936 Reo Engines are being restored in part using funds from the Community Preservation Act voted at Town Meeting, private donations and a donation from the firefighter's union. The Engines will be restored so they can be used in parades, public celebrations and educational activities. Most of the work is being done by the firefighters, however some components have to be sent out for repair or restoration. The gasoline engine in Engine 3 was sent out to be rebuilt and should be returned early in 2006. There are other mechanical components from Engine 3 that need to be rebuilt. This project is being directed by Captain Carl Robinson and FF/EMT William Klauer and Scott Morse.

Captain Carl Robinson continued in the position of Maintenance Officer for the department, and was assisted by FF/EMT Scott Morse and Lt. Geoffrey Neagle. I would like to thank them for their efforts in keeping our apparatus and equipment in good condition at all times. I am especially appreciative of Firefighters Morse's efforts and assistance in inspecting and assisting with the delivery and acceptance of our newest engine and for taking over for the period of time that Captain Robinson was unavailable. Their efforts were very much appreciated and they as well as other firefighters assisted in maintaining our fire apparatus in a service-ready condition. There were a number of other firefighters who assisted in the set-up of the new engine and I appreciate their help as well. Major maintenance and regular service continues under the capable direction and control of the Acton Highway Department mechanics.

Facilities

As mentioned in previous reports, the fire stations continue to be maintained in good condition, for their age, by on-duty personnel. They are definitely in need of restoration and renovation at this point and hopefully that will commence soon. During the course of the year new overhead doors were purchased and installed at Station Two in South Acton. These have changed the look of the station to some extent. However, more importantly they have upgraded the reliability of the overhead doors significantly. We expect to have new overhead doors to replace the ageing overhead doors on the other two fire stations in the near future. At Station Three in West Acton, the generator previously used at the old police station has been installed. This diesel-powered generator is capable of carrying the entire electrical load of the station, and will be operated in the event of natural gas shortage due to supply system failures. Also at Station Three, the upstairs area has been reconfigured, giving the firefighters more room and privacy. At Station One in Acton Center the main building electrical service was replaced and on-duty personnel continue with some interior painting projects.

Captains Robert Vanderhoof, and George Williams and Firefighter Robert Sabourin along with Call Firefighter Robert Puffer worked hard to make a smooth transition to the new joint Dispatch Center in the Public Safety Facility which was

completed in the spring of 2005. The transition to joint dispatch involved not only the purchase and installation of specialized equipment, but also the training of dispatchers to handle the new public safety dispatch functions. As part of this transition new computer hardware has been installed in the fire stations' with training to begin on an updated computer system early in 2006.

Emergency Medical Services

The Acton Fire Department Emergency Medical Services division continued to be extremely busy. Many of these emergency medical responses were simultaneous calls that required the use of out of town mutual-aid ambulances for transport. Acton's current ambulance, purchased in 1999, continues to experience extreme service and wear and is in need of replacement. Due to its age and condition and the need to retain reliability, we have requested a new ambulance for the upcoming fiscal year.

The Fire Department's 37 FF/EMT's (Emergency Medical Technicians) and five First Responders continued to receive education and training throughout the year to maintain skills and certification needed to provide quality medical care to the residents of Acton.

Acton is very fortunate to have a Fire/EMS service so dedicated and caring to all it serves. Our Fire/EMS personnel provide the highest level of quality care to residents and will continue to do so in a professional manner.

The Acton Fire Department has continued a long-standing relationship with Emerson Hospital in Concord, to provide an ALS or Paramedic service that is part of a coordinated, multi-tiered emergency medical response system.

Our EMS activities continue to be supervised in exemplary fashion by Captain Robert Vanderhoof, the EMS coordinator. Captain Vanderhoof is assisted in this effort by FF/EMT Robert Wetherbee.

Emergency Preparedness

There were not any incidents of terrorism that directly impacted the Town. FF/EMT Anita Arnum received additional specialized training towards this effort as part of her assignment with the regional Hazardous Materials Response Team and the Urban Search and Rescue Team. Because of her responsibilities and expertise in this area she was deployed for extended duty to New Orleans and other southern states as part of the Federal effort to assist during the catastrophic hurricane season.

Fire Alarm

Fire Alarm Superintendent, Captain George Williams, assisted by Firefighter Forrest Bean continued to maintain the municipal fire alarm system. They added a number of master fire

alarm boxes and street boxes to the municipal fire alarm system. The fire alarm division worked to transfer certain aspects of the municipal fire alarm system to allow for the receipt and dispatch of fire alarms from the new joint dispatch center at the Public Safety Facility. This was primarily accomplished through the purchase and installation of specialized electronic monitoring equipment that now allows for the receipt of radio alarms as well as the traditional telegraphic alarms. This same equipment also is a major component in the system that receives and transmits alarms from fire alarm boxes to the Dispatch Center. Once again I should also mention and thank FF/EMT's Brian Richter and Brent Carter who continue to maintain and update street map information used both the fire and the police department.

In addition to new construction and required repairs to the municipal fire alarm system, the fire alarm division also worked to facilitate the purchase of a replacement fire alarm repair truck. This new fire alarm repair truck has been received and is being readied for service at this time. The fire alarm division also continued to remain busy installing and removing the overhead banners that advertise various community and civic activities.

Fire Prevention

The Student Awareness of Fire Education (S.A.F.E.) Program continued to provide fire and life safety education programs primarily in the elementary grades. In Acton this program is taught by Lieutenant Jack White, FF/EMT Tom Wallerstien, FF/EMT Anita Arnum, FF/EMT Richard Sullivan, FF/EMT Ken Carroll, and FF/EMT Will Rolfe and FF/EMT Sean Sheridan. This past year our SAFE group has had the opportunity to teach classes for the children in the kindergarten through 3rd grade. This was accomplished through teaching classes directly, participating in assemblies and arranging fire truck visits to the schools and daycare facilities in Acton. S.A.F.E. educators have also had more public appearances such as the West Acton Oktoberfest held in conjunction with the successful Fire Department Open House. Relative to the Open House I would like to commend and thank all of the personnel who once again made it such a success. FF/EMT Brent Carter and FF/EMT Jared Crowley coordinated the Open House this year. A great deal of thanks also goes to FF/EMT William Klauer who displayed his newly acquired antique fire engine, a 1934 Reo engine which was formerly Acton Engine 2. SAFE educators also assisted at an open house at the new Public Safety Facility in October. In 2005 we were once again able to present the SAFE trailer program which allowed a large number of children and adults to go into an artificial smoke environment and be instructed as to recommended practices to exit a home and call 911 in the event of a fire. The trailer has been scheduled to return to Acton in 2006 as well.

There were a great number of commercial and residential site plans that needed to be checked for fire safety issues year.. FF/EMT William Klauer has, in the past, taken the lead role in doing these important reviews. FF/EMT William Klauer no longer serves in this capacity on a regular basis. However, he continues

to stay up to date on the changes in this area and often contributes to this effort on behalf of the department. I am truly thankful and appreciative for all of his efforts and accomplishments and his continued dedication to our Fire Prevention efforts.

Firefighter/EMT James Ray continues as lead investigator in the field of fire and arson investigations. In addition, F.F. /EMT William Klauer and Firefighter Bruce Stone act as fire investigators. These individuals often work with and/or are assisted by investigators from six other area fire departments that operate as a regional fire investigation team.

Hazardous Materials

There were no significant hazardous material incidents to report during the course of the year. Firefighter/EMT Anita Arnum continued to train and operate as a member of the District 14 Regional Hazardous Material Team. In this capacity F.F. /EMT Arnum also attended specialized training activities to enhance the capabilities of this essential team.

Training

Department personnel continue to train in various subject areas. We are constantly trying to increase, upgrade and/or enhance this vital fire service function. During the past year, Lt. Robert Hart directed this critical operation and his efforts are appreciated. During the year we continued many of our drills on an in-service basis for on-duty personnel. One specialized drill that was conducted concerned Emergency Vehicle Braking Systems. This specialized program needed special expertise and was conducted by an outside vendor.

FF/EMT's Rolfe, Daignault, Pentedemos and DeFelice all graduated from the firefighter recruit training program conducted at the Massachusetts Firefighting Academy. In addition a number of personnel attended specialized SAFE (Student Awareness of Fire Education) training at the Annual SAFE seminar in the fall.

In addition to the courses listed above, fire and EMS personnel continued to attend other courses. The Massachusetts Fire Academy offered some of these courses and local colleges offered others for FF/EMT's to continue working towards degrees in Fire Science.

In the area of training, I would like to mention and offer my thanks for the efforts of Captain Robert Vanderhoof in the training of the Public Safety dispatchers. It was necessary to train dispatchers in the specific area of dispatching Fire and EMS responses that is quite different from dispatching police responses to emergencies. His efforts were extraordinary to accomplish the task of training and transition to the new joint dispatch. I would also like to thank FF/EMT Pentedemos, Carroll and Sammett who assisted Captain Vanderhoof with this project.

Conclusion

In conclusion, I would like to highlight the dedication and professionalism of our personnel. The success that we achieve as a department is not possible without the efforts of these personnel. Therefore, I cannot conclude my report without taking an opportunity to thank all of our personnel for their consistent and continued assistance and cooperation during the past year

As always, I would also like to take this opportunity to thank all other town departments and agencies for their assistance. I would especially like to acknowledge and thank the Emergency Management Auxiliary Fire Department for their continued support and assistance at fire scenes as well as other fire department activities during the course of the previous year. I cannot stress enough that their efforts and assistance are always beneficial and much appreciated. They are always there when needed at fire scenes and other emergencies.

This year I would like to add my thanks to the newly trained Public Safety Dispatchers. Their role is paramount to the success and outcome of our public safety mission. They have done well in their training and in the performance of their duties in their new roles.

Finally, once again many residents have sent notes of thanks or have dropped off various baked items, or candy or fruit or cards as a way of saying thanks to our personnel. These kind gestures of appreciation are most gratifying to our personnel and are certainly enjoyed by many.

Concluding this report is a statistical summary of activities during the year as compiled by Captain Robert Vanderhoof.

Robert C. Craig
Fire Chief

ACTON FIRE DEPARTMENT ANNUAL STATISTICS – 2005

FIRES

Chimney Fires	1
Structure Fires	16
Brush Fires	9
Illegal Burning	2
Motor Vehicle Fires	8
Personal Property Fires	4
Refuse Fires	3
Fire, Miscellaneous	3
Outside leak with fire	0
Controlled Burning	1

ALARM INVESTIGATIONS

False Alarms	6
Alarm Malfunctions	212
Accidental Alarms	61
Alarm, other than fire	6

HAZARDOUS CONDITIONS

Explosions	0
Lightning Strikes	7
Food on the stove	56
Leak, no ignition	32
Excessive heat	2
Power lines down	32
Electrical problem	36
Spill, hazardous material	19
Smoke condition	7
Gas leak	30
Lock in	21
Motor Vehicle Accidents	172
Animal Rescue	0
Rescues	0
Searches	1
Hazardous Material	0
Carbon Monoxide	23

INVESTIGATIONS

Carbon monoxide detectors	0
Complaint	0
Bomb threats	1
Honest mistake	19
Nothing found	0
Odor	0
Power outage	2
Fire Investigations	38
Miscellaneous	236
Permit Fires	0
Other	10

MEDICAL EMERGENCIES

Medicals, in town	1061
Medicals, out of town	72

SPECIAL SERVICE

Assist police	4
Inspection	805
Master box activity	1008
Lock outs	55
Miscellaneous	70
Water problems	42
Mutual aid dispatched	10
SAFE/Training	23

TOTAL INCIDENT RESPONSES	4347
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PERMITS

Blasting	8
Fire Alarm Installation	30
Flammables	0
Underground storage	0
Propane Storage	44
Fuel oil storage or burner	69
Underground tank removal	7
Open burning	891
Sprinkler	36
Mobile/portable tanks	4
Miscellaneous	5
Powder	0
Agricultural	3
Fireworks	1
Smoke Detector	135

TOTAL PERMITS	1233
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SMOKE DETECTORS TESTED FOR COMPLAINEE	358
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PLAN REVIEWS:	COMMERCIAL	71
	RESIDENTIAL	167
TOTAL		238



William Klauer, Vice President and
Elizabeth Kintigh, President,
Acton Historical Society

ACTON POLICE DEPARTMENT

Chief's Message

In April of 2005 we made the move into our new public safety facility. A short time later the old police station was demolished and we were able to open the entire facility for business. It is a major improvement to our operation and enables us to do our jobs in a more professional manner. In October we implemented a combined civilian police/fire 911 dispatch center that improved our response to emergency calls since we no longer have to transfer information between departments. The hiring of civilian dispatchers also resulted in the transfer of four firefighters from dispatch duty to assignment on a firefighting crew. I would like to thank the citizens who volunteered their time and effort to the construction process for this project and the citizens who voted to make it happen. We clearly have a fine facility that should last for many years.

We continue to be a busy, proactive department and our levels of service are high. Our patrol officers and detectives work hard to keep the community safe and protection of the student population remains a top priority. It is the goal of every officer in the department to keep crime down while we deal with the social issues that are prevalent such as drug abuse, domestic violence and the monitoring of sex offenders.

We are struggling with staffing issues and I continue to ask for more help. The Town is growing and our service levels are increasing in step. Traffic problems are a constant issue now and if the economy comes back to a growth period I expect some major trouble will result. In the meantime we continue to hold the line and hope our situation will improve soon.

I appreciate the hard work of all the police and civilian employees of this department and would like to thank them for their support.

Francis J. Widmayer III
Chief of Police

Members of the Acton Police Department

Chief of Police

Francis J. Widmayer III

Lieutenants

Donald L. Palma Jr.
Thomas Rogers

Sergeants

Robert L. Parisi
James A. Cogan
Raymond P. Grey
Edward Lawton Jr.
John Cooney

Police Officers

Paul Cogan
Robert Cowan
James Goodemote
Christopher Browne
Christopher Prehl
Frederick Rentschler
Scott Howe
Michael Cogan
Kevin Heffernan
Lisa Driscoll
Luke Penney
Leo Gower
Dean Keeler
Gardena Abramowitz
Keith Campbell
Daniel Silva
Douglas Sturniolo
Scott Krug
Brian Bandini
Daniel Holway
Todd McKelvie
Tricia Sullivan
John Collins
Steven McCarthy
Michael Eracleo
Robert Merrill
John Dristilaris
Debra Richardson

Police Matrons

Faith Williams
Debra Richardson
Christine Joyce
Laura Mason

Secretaries

Faith Williams
Laura Mason

Dispatchers

Kevin Antonelli
Anne Milligan
Paul Connors
Roger Wallace
Jonathan Stackhouse
Taryn Sundberg
Kevin Cann
Daniel Deane
Robert Socha
Robert Boyd
Cortney Sanchioni
Robert Puffer

OPERATIONAL ASSIGNMENTS

CALLS FOR SERVICE BY CALENDAR YEAR

2004 2005

Officer in Charge of Patrol Division

Lt. Donald Palma

Officer in Charge of Special Services

Lt. Donald Palma

Officer in Charge of Detectives

Sgt. Robert Parisi

Department Prosecutor

Det. Frederick Rentschler

Detectives

Det. Christopher Browne

Det. Kevin Heffernan

Youth Officers

Det. James Goodemote

Det. Dan Silva

Det. Keith Campbell

Det. Leo Gower

Safety/Traffic/Crime Prevention Officers

Det. Robert Cowan

Det. Christopher Prehl

Training Officer

Lt. Donald Palma

Domestic Violence Intervention Unit

Sgt. Raymond Grey

Det. James Goodemote

Det. Daniel Silva

Accident – No Injury	606	657
Accident with Injuries	95	129
Alarm Received	1027	1180
Animal Complaint	313	401
Arrests	229	203
Arson	3	1
Assault	26	29
Break & Entry	49	89
Bylaw Violation	10	27
Child Abuse Complaint	13	16
Civil Complaint	37	44
Community Policing	411	433
C.O.R.I. Record Check	6	5
Disturbance	326	319
Domestic Disturbance	352	305
Drug Violation	16	31
Fire Call	410	365
Forgery	3	7
General Service	1121	791
Gun Violation	7	13
Hazardous Material	4	9
Health Hazard	269	245
Kidnapping Attempt	0	1
Larceny	298	289
Larceny of Motor Vehicle	23	19
Lockout	31	30
Malicious Destruction	192	111
Medical Emergency	902	953
Missing Person	58	59
Motor Vehicle Complaint	4594	3819
Mutual-Aid Call	85	49
Police Information	2103	3447
Protective Custody	48	26
Rape	4	0
Warrant Recalled	4	20
Vehicle Repossession	13	12
Robbery Armed/Unarmed	1	6
Security Check	2507	2657
Sexual Assault	10	6
SRO (School Resource Officer)	172	260
Sudden Death	9	8
Suicide Attempt	32	26
Suspicious Activity	1602	1764
Annoying Telephone Calls	32	23
Threatening	45	58
Traffic Citations	2895	2161
Traffic Hazard	1021	1251
Trespassing Complaint	57	45

Total Count = 22,071 22,112



Mary Donald Demonstrating The Hoop Game of Grace Sticks

Patrol Division

The uniformed patrol division consists of one lieutenant, four sergeants and fourteen patrol officers. We operate in a patrol configuration characterized by three basic patrol sectors (South Acton, West Acton and the area north of Route 2 on a twenty-four hour basis, seven days a week. A fourth patrol sector (central patrol) is added when staffing levels permit on a 5pm to 1am basis only. Staffing this commitment to our community continues to challenge our limited resources and remains my most critical concern.

Patrol Officer Lisa Driscoll medically retired this year due to injuries she received while on police duty. She was replaced by Patrolman Michael Eracleo, a former United States Marine Corps Sergeant who served as a supervisor of a hazardous materials team. Patrol Officer Brian Bandini left our Department to join the Massachusetts State Police. Trooper Bandini graduated from the State Police Academy in December 2005 and was immediately activated by the United States Marine Corps where he serves as a Marine Sergeant and weapons expert. Marine Sergeant Bandini has been assigned to Falluja, Iraq; a well known hot spot for U.S. combat operations. Our prayers go with Sergeant Bandini and we wish him a safe return. Patrolman Steve McCarthy joined our patrol force this year. Steve is a life-long resident of Acton and a former star AB football lineman. I plan to keep Steve in our front line too, to protect the people of Acton.

The uniformed patrol division continues to be dedicated to the principles of community and progressive policing in our delivery of services to the people of Acton. We value our integrative partnerships with many private and public groups in the community, especially the Acton Neighborhood Network (ANN) where we jointly address the problems and concerns within our town. As Acton grows additional large developments come on line off Brabrook Road, Carlisle Road and the 360 unit Woodlands Development in Nagog, patrol partnerships with neighborhood watch groups will become even more imperative to maintaining a safe community.

Despite budget restrictions throughout our community, we are pleased that the Town of Acton has worked with us to keep our funding at a level where our patrol services to the community are not adversely affected. I am a firm believer that the greatest asset to our patrol force is the personnel. The patrol officers of your police department recognize that in tight fiscal times it is necessary to be creative in ways to decrease expenses, without decreasing service. It is our goal to maintain a proactive approach to resolve all public safety concerns and quality of life issues that may arise. This is attained by hard work and dedication from all of my patrol officers who commit themselves daily to the mission of excellence, a constant trait found throughout our history.

Lieutenant Tom Rogers
Patrol Division Commander

Acton Police Department Dearly Departed Officers Presently Assigned to Patrol the Streets of Heaven

Robert Beaudoin
Russell Berry
James Howe
Warren Birch
Frederick Kennedy
John Bradley
James Kinsley
Frank Bramen
Samuel Knowlton
George Bramen
Louis Leveroni
Edward Brooks
Roy Linscott
John Canessa
John McNiff Sr
Harold Cluff
George Morse
James Conheeney
Merle Morse
John Cutler
Norman Perkins
Edward Phalen
Irving Davis
Ralf Piper
William Driscoll
Benjamin Rice
George Dristilaris
Lenard Richardson
Charles Durkee
Reuben Reed
Raymond Durkee
Lawrence Roche
Francis Dwight
Norman Roche
J. Henry Engman
Joseph Sansone
Carl Flint
Benjamin Sawyer
Michael Foley
David Scribner
Arthur Fraser
Peter Smoltees
Alexander Frazier
Safford Sweatt
Alan Frost
Cedric Thatcher
Ole Garthe
Dan Toomey
Raymond Harris
Alexander Whitehead
Edward Higgins
Robert Whillett
George Horton
Oliver Wood

We regret any errors or omissions and will make changes upon request.

Please send all inquiries to: Lieutenant Tom Rogers, Acton Police Department, P.O. Box 2212, Acton, MA 01720

Administration

Special Services remained busy this year with the move from the old police station to the new Public Safety Facility. In addition to coordinating the transfer of services such as telephone, radio communications, utilities, computer links and installations, the division also assisted in the procurement of surplus furniture at a cost savings to the town. Coordination of the actual move with other town departments as well as continued uninterrupted police services occupied a considerable amount of time. We continue to look for funding and equipment sources through grant programs. Support of programs such as D.A.R.E., Council on Aging liason, department internships, traffic and safety remain a priority. Homeland Security remains a priority. We continue to plan for emergencies, natural disasters and large scale events.

Dispatch Operations (911)

Dispatch remains a critical component of the Public Safety System in Acton. Since the move to the new Public Safety Facility, all 911 functions and dispatch have been consolidated. This move saves precious time in an emergency and frees public safety personnel to respond to the emergency. Dispatch personnel have undergone significant training. In addition to our annual training, dispatchers have trained in suicide prevention, emergency medical dispatch and fire dispatch. Dispatchers will also complete initial incident command training. As technology is upgraded, so is the training the dispatchers must have. Several of our dispatchers now have instructor ratings which will enable in-house training of current and future employees.

Training

In-Service Training

All officers have completed in-service training held at the Lowell Police Academy; Training included legal updates, use of force, first aid/CPR, incident command, school building safety, terrorism/threat response. Officers also completed firearms qualifications and non-lethal force training.

Specialized Training

Domestic Violence All officers attended domestic violence and diversity training.

Photography Two detectives have attended advanced crime scene photography

Crime Scene Two detectives have attended advanced crime scene training.

Investigative All detectives have attended investigation update training.

D.A.R.E. Four youth services officers will attend D.A.R.E. update training.

School Safety Six detectives have attended school safety training

Patrol Response Two officers have attended advanced response training.

Traffic and Safety

Traffic and safety officers respond to numerous complaints and concerns voiced by citizens regarding everything from illegal parking, junk cars, speeding and road rage.

The traffic/safety unit's activity for the year is as follows:

Citations Issued	1050
Bylaw Violations (junk car)	73
Arrests for M/V Criminal Violations	20
M/V Accidents Investigated (serious injury)	8
Road Rage Investigations	10
Truck Inspections	172
School Bus Inspections with Registry	4
Requests for Radar Enforcement	23
School Bus Evacuation Drills	2 sets (spring/fall)
Safety Meetings	12
Assist Other Town Agencies	20
Large Scale Traffic Events	2
Safety/Public Health Investigations	3

Investigations

Detectives remained busy this year. Numerous identity thefts and credit card fraud were reported to the division. Additionally, internet crimes continue to be a problem and we must take an assistance role as many occur outside of our jurisdiction. Investigative activities for the year include:

Larceny	40
Breaking and Entering	26
Armed Robbery	1
Sexual Assaults (adult)	1
Threatening	5
Credit Card/ID Fraud	26
Assist with Investigations	15
Fire	3
Shoplifting (investigations)	6
Sudden Death/Suicide	4

Stolen Motor Vehicles	2
Illegal Dumping	3
Search Warrants	2
Court Action	26

Youth Services

Youth services are responsible for most interactions of youth with the department. This includes school resources, D.A.R.E. programs, juvenile diversion and criminal investigations. Youth services officers have logged over 1060 hours of in-school assignments in addition to investigative and other traditional police duties. These hours include kindergarten and Halloween safety programs, D.A.R.E. for 18 sixth grade classes, attendance compliance, assisting staff members and staff security meetings, field trip assistance and professional development. The unit is also responsible for directed patrol and security at summer recreation programs at NARA Park and selected sports functions.

In-School Assignments:

Kindergarten Safety	60 hours
Halloween Safety	30 hours
D.A.R.E.	260 hours
School Visitation (all schools)	315 hours
Attendance Compliance	45 hours
Staff Meetings (all schools)	70 hours
Security Assistance	60 hours
Field Trips, Misc. Events	130 hours

Non-School Assignments:

Juvenile Arrests	26
Juvenile Court Complaints	57
Child Abuse/Neglect Investigations	30
Sexual Assaults	7
Assaults	11
Malicious Damage	21
Tagging	17
Property Crimes	22
Drug Violations	28
Disturbances	6
Missing/Lost Persons (juvenile)	3

The division would like to welcome back Detective Daniel Silva from a one year active duty deployment to Iraq. Detective Silva has reassumed his duties in the unit as a youth services officer.

Respectfully Submitted

Lieutenant Donald L. Palma, Jr.
Special Services Division Commander

ACTON POST/CREW 7 SEARCH & RESCUE

Explorer Post/Venturer Crew 7 is a division of the Boy Scouts of America, sponsored by the Acton Lions Club, in conjunction with the Acton Emergency Management Agency. Meetings are held every Wednesday evening at 7:30 PM at the Emergency Management Headquarters on School Street in South Acton. New members, both male and female, between 14 and 22 years old are always welcome. If interested, please call 978-264-9655 and leave a brief message and we will get back to you as soon as possible.

We participated in many town activities including the Town Fair, Fourth of July Fireworks and the Acton Lions Club Ski & Skate Sale, The Sarah Hughes Road Race and Octoberfest in West Acton.

Our Advisors and Members are annually certified in First Aid and CPR. In addition, some of our members are certified as First Responders. We attended Boy Scout Camporees and Council Events to provide First Aid Services as needed.

We wish to thank the Acton Lions Club for their continuing sponsorship in giving the youth of today the opportunity to work toward a better tomorrow.

Members

Gail Sawyer – Advisor
Ann Jones – Associated Advisor
Edward Reilly – Associate Advisor
Wayne Niemi – Associate Advisor
Charles Landry – Committee Chairman
Mark Casey – Member
Scott Landry – Member
Chris Ouellette – Member
Tim Pare' – Member
Katie Day – Member
Joe Calisto – Member
Aly Bourassa - Member

ABSTRACT OF THE ANNUAL TOWN MEETING HELD MONDAY, APRIL 4, 2005, 7:00 P.M.

Number of Registered voters attending Town Meeting
April 4, 2005 - 945
April 5, 2005 - 294

The Moderator, Mr. McKenzie, called the meeting to order on Monday April 4, 2005, at 7:03 PM. He introduced Reverend Beverly Weinhold of Acton Congregational Church. Rev. Weinhold gave the invocation.

Mr. MacKenzie introduced William Ryan, Superintendent of Schools who then presented the Academic Decathlon Team with a Certificate of Recognition.

Mr. MacKenzie then introduced William Ryan, Superintendent of Schools, who presented the Acton-Boxborough Regional High School Football Team with a Certificate of Recognition.

Mr. MacKenzie introduced Mr. James Coleman, the Moderator for the Town of Maynard.

Mr. Mackenzie introduced Mr. F. Dore' Hunter, chairman of the Board of Selectmen. Mr. Hunter introduced Eva K. Bowen - Town Clerk, Stephen Anderson - Town Counsel, Don Johnson - Town Manager, Peter Ashton, Robert Johnson, Walter Foster, members of the Board of Selectmen. Mr. Hunter then introduced William (Trey) Shupert, who is stepping down as a member of the Board of Selectmen. He recognized and thanked Mr. Shupert for the many years of service to the Town of Acton.

Town Manager, Don Johnson introduced the Assistant Town Manager John Murray, IT Director Mark Hald, Finance Director, Stephen Barrett, and Assistant Finance Director, Karen Kucala.

The Moderator introduced Jonathan Chinitz, the Chairman of the Finance Committee. Mr. Chinitz introduced then members, John Ryder, Robert Evans Rheta Roeber, Herman Kabakoff, David Stone, Patricia Easterly, Patricia Clifford, and Gim Hom.

Mr. MacKenzie informed Town Meeting that they would be voting on the motions that are read, not the articles as written in the warrant. He then explained some basic rules and protocols of the Town Meeting as found on page 78 of the warrant.

Mr. MacKenzie explained how the CONSENT CALENDAR is voted and proceeded to read the articles on the Consent Calendar:

Consent Calendar Articles

MOTION: Mr. Hunter moves that the Town take up the twenty articles in the Consent Calendar on pages 14 through 16 of the Warrant with the exception that the listed motion for Article 7 should read FY06 instead of FY05:

Articles 3, 5, 6, 7, 8, 9, 10, 11, 12, 19, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35

CONSENT MOTION MINUS ARTICLE 11, 27 AND 28, CARRIES UNANIMOUSLY

ARTICLE 1 CHOOSE TOWN OFFICERS (Majority vote)

To choose all necessary Town Officers and Committees and to fix the salaries and compensation of all the elective officers of the Town as follows:

Moderator	\$20.00 per Town Meeting session
Board of Selectmen, Chairman	\$750.00 per year
Board of Selectmen, Member	\$650.00 per year

, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town fix the compensation for elected officers as shown in the Article.

Cornelia O. Huber, Trustee of the Elizabeth White Fund, nominated Andrea S. Miller, 30 Taylor Road, for the position of Trustee of the Elizabeth White Fund, term to expire 2008.

MOTION CARRIES UNANIMOUSLY

Sally Moore, Trustee of the Charlotte Goodnow Fund, nominated Becky Rockwell-Bent, 20 Cowdrey Lane, for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2008.

MOTION CARRIES UNANIMOUSLY

Sally Moore, Trustee of the Charlotte Goodnow Fund, nominated Alice P. Miller, 22 Silver Hill Road, for the position of Trustee of the Charlotte Goodnow Fund, term to expire 2008.

MOTION CARRIES UNANIMOUSLY

Virginia A. Rhude, Trustee of the West Acton Citizens' Library, nominated Robert L. Loomis, 56 Alcott Street, for the position of Trustee of the West Acton Citizens' Library, term to expire 2008.

MOTION CARRIES UNANIMOUSLY

Edward M. Bennett, Trustee of the Fireman's Relief Fund of West Acton, nominated Malcolm S. MacGregor, 72 Robbins Street, for the position of Trustee of the Fireman's Relief Fund of West Acton, term to expire 2008.

MOTION CARRIES UNANIMOUSLY

James D. Young, Trustee of the Fireman's Relief Fund of Acton, nominated William A. Klauer, 70 Piper Road, for the position of Trustee of the Fireman's Relief Fund of Acton, term to expire 2008.

MOTION CARRIES UNANIMOUSLY

ARTICLE 2 HEAR AND ACCEPT REPORTS (Majority vote)

To see if the Town will accept reports and hear and act upon the report of any committee chosen at any previous Town Meeting that has not already reported, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town accepts the reports of the various Town Officers and Boards as set forth in the 2004 Town Report, the Giving Supplement, The 2003-2004 Annual Report of Minuteman Regional School District and that the Moderator calls for any other reports.

MOTION CARRIES UNANIMOUSLY

ARTICLE 3* COUNCIL ON AGING VAN ENTERPRISE BUDGET (Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to operate the Senior Van Service, in accordance with Massachusetts General Law, Chapter 44, Section 53 F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town appropriate \$77,372 for the purpose of operating the Town of Acton Senior and Disabled Citizens Van service, and to raise such amount,

\$43,100 be raised from department receipts,
\$16,000 be transferred from the Audubon Hill Gift Account and
\$18,272 be transferred from retained earnings.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 4 NURSING ENTERPRISE BUDGET (Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money to provide Public Health and Visiting Nurse Services, in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town appropriate \$599,180 for the purpose of operating the Public Health Nursing Service, and to raise such amount,

\$533,000 be raised from department receipts and
\$ 66,180 be transferred from retained earnings.

MOTION CARRIES UNANIMOUSLY

ARTICLE 5* SEPTAGE DISPOSAL ENTERPRISE BUDGET (Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of septage disposal, in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town appropriate \$127,117 for the purpose of septage disposal, and to raise such amount,

\$79,000 be raised from department receipts and
\$48,117 be transferred from retained earnings.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 6* SEWER ENTERPRISE BUDGET (Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of operating and maintaining a sewer collection and treatment facility, in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town appropriate \$1,499,836 for the purpose of operating the sewer system, and to raise such amount,

\$1,320,000 be raised from department receipts and
\$ 179,836 from retained earnings.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 7* SECTION 53E½ SELF-FUNDING PROGRAMS
(Majority vote)

To see if the Town will vote, pursuant to Massachusetts General Law, Chapter 44, Section 53E½ to continue revolving funds for the Local School System, to be expended by the Superintendent of Schools; and for the Historic District Commission, Building Department, Sealer of Weights and Measures, Health Inspectional Services, Ambulance Fees and Fire Department Fire Alarm Network, to be expended by the Town Manager, as noted below:

Fund	FY06 Estimated Revenue	FY06 Authorized Expenditure
School Department		
Douglas at Dawn/Dusk	\$140,000	\$140,000
Merriam Mornings/Afternoons /Summer	\$175,000	\$175,000
Gates Amazing Programs	\$40,000	\$40,000
Historic District Commission	\$600	\$600
Building Department		
Includes fees for Microfilming, Electrical Permits, Plumbing Permits, Gas Permits, Sign Licenses and Periodic Inspection Fees	\$161,222	\$161,222
Sealer of Weights and Measures	\$11,000	\$11,451
Health Department		
Food Service Inspections	\$25,189	\$25,189
Hazardous Materials Inspections	\$42,934	\$42,934
Fire Department		
Fire Alarm Network	\$50,508	\$50,508
Ambulance Fees <>	\$250,000	\$25,000

, or take any other action relative thereto.

MOTION: Mr. Johnson moves that the revolving funds for the Local School System, Historic District Commission, Building Department, Sealer of Weights and Measures, Health Department, and Fire Department be continued for FY06 in the amounts and for the purposes set forth in the expense column of this Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 8* CHAPTER 90 HIGHWAY REIMBURSEMENT PROGRAM
(Majority vote)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money for highway

improvements under the authority of Massachusetts General Law, Chapter 90, and any other applicable laws, or take any other action relative thereto.

MOTION: Mr. Johnson moves that the Town Manager is authorized to accept Highway funds from all sources and such funds are hereby appropriated for highway purposes.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 9* INSURANCE PROCEEDS
(Majority vote)

To see if the Town will vote to appropriate the proceeds of any insurance policy reimbursement of costs incurred as a result of any covered loss during FY06, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town Manager is authorized to accept insurance proceeds from all sources and such funds are hereby appropriated.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 10* FEDERAL AND STATE REIMBURSEMENT AID
(Majority vote)

To see if the Town will vote to appropriate any Federal Government and State Government reimbursement for costs incurred as a result of any declared emergencies or other occurrence during fiscal year 2006, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town Manager is authorized to accept federal and state reimbursement funds from all sources and such funds are hereby appropriated for the purposes outlined by such reimbursement.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 11* SALE OF FORECLOSED PROPERTIES
(Majority vote)

To see if the Town will vote to authorize the Board of Selectmen to dispose of foreclosed properties acquired by the Town for nonpayment of taxes in accordance with the provisions of Massachusetts General Laws, or take any other action relative thereto.

MOTION: Mr. Ashton moves in the words of the Article.

**HELD FROM CONSENT
MOTION CARRIES**

ARTICLE 12* ELDERLY TAX RELIEF

(Majority vote)

REAUTHORIZE CHAPTER 73 OF THE ACTS OF 1986

To see if the Town will vote to continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town continue to accept the provisions of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, providing for a 100% increase in certain property tax exemptions.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 13 HOME RULE PETITION

(Majority vote)

AUTHORIZATION TO GRANT SENIOR PROPERTY TAX RELIEF

To see if the Town will petition the General Court to adopt a home rule act authorizing Senior Tax Relief in the Town of Acton in substantially the form set forth below:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. For purposes of local real estate taxation in the Town of Acton under chapter fifty-nine of the General Laws, the term "Class one A, Senior Primary Residence" shall mean property used or held for human habitation containing one or more dwelling units designed and used for living, sleeping, cooking and eating on a non-transient basis, including without limitation a single family residence, condominium, multi-family home of not more than 2 units, or bed and breakfast home with no more than three rooms for rent.. Such property includes accessory land, buildings or improvements incidental to such habitation and used exclusively by the residents of the property or their guests. Such property shall include a dwelling unit owned and occupied by an individual taxpayer or by joint married taxpayers as the principal residence and domicile of the taxpayer(s) for income tax purposes; the individual taxpayer or one or both of the joint married taxpayers shall be recipients of Social Security retirement benefits or a government pension; such benefits must represent at least seventy-five percent of the total income derived by the individual taxpayer or joint married taxpayers from all sources; and the total assets held by the individual taxpayer or joint married taxpayers shall be limited to \$150,000 not including the value of said primary residence.

SECTION 2. Notwithstanding any other provisions of law, including General Laws chapters fifty-nine and sixty, the

Board of Selectmen of the Town of Acton may establish a program to allow an annual exemption from local property tax on a Class one A, Senior Primary Residence, equal to the difference between the full amount of property tax due and an amount of tax being equal to the previous year's tax bill indexed by the rate of increase granted by the Social Security Administration, the "Senior Adjusted Tax", provided that the sum of all exclusions granted by the town under this section for any tax year shall not exceed more than twenty-five per cent of the assessed value of all Class One, residential, parcels within such the town. This exemption shall be in addition to any exemptions allowable under section five of chapter fifty-nine; provided, however, that in no instance shall the taxable valuation of such property after all applicable exemptions be reduced below fifty per cent of its full and fair cash valuation, except through the applicability of section eight A of chapter fifty-eight and of clause eighteenth of section five of chapter fifty-nine. Where, under the provisions of section five of chapter fifty-nine, the exemption is based upon an amount of tax rather than on valuation, the reduction of taxable valuation for purposes of the preceding sentence shall be computed by dividing the said amount of tax by the residential class tax rate of the town and multiplying the result by one thousand dollars. Under said program, the total amount of the exemptions granted may be shifted by the Board of Selectmen during the Annual Classification Hearing to any single class or multiple classes of property, within said town, provided that the percentage of tax levy imposed on any single class of property shall not exceed 1.75 times the amount imposed under full and fair cash valuation of all taxable property. For purposes of this paragraph, "parcel" shall mean a unit of real property as defined by the assessors in accordance with the deed for such property and shall include a condominium unit and ownership shall be defined by the deed for such property.

SECTION 3. This act shall take effect upon its passage.

Or to take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town authorize the Board of Selectmen to petition the General Court to enact a special law authorizing the Town to grant senior citizen property tax relief in substantially the form set forth in the Article.

MOTION CARRIES

ARTICLE 14* BUDGET TRANSFER

(Majority vote)

To see if the Town will vote to appropriate from available funds a sum money or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town take no action.

MOTION CARRIES

ARTICLE 15 TOWN OPERATING BUDGET
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the departments, offices and boards of the Town, exclusive of the school budgets, or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town appropriate \$21,713,435, to be expended by the Town Manager, for the purpose of funding the Municipal Budget for the period July 1, 2005 to June 30, 2006, and to raise such amount,
\$21,644,000 be raised and appropriated,
\$69,435 be transferred from Cemetery Trust funds for Cemetery use,

And that the Town Manager be authorized to sell, trade or dispose of vehicles and equipment being replaced and to expend any proceeds received.

MOTION CARRIES UNANIMOUSLY

Resolution

Mr. Allen Nitschelm moves to adopt the following resolution

**A RESOLUTION OF THE TOWN OF ACTON
RELATED TO INCREASING THE ANNUAL BUDGETED
AMOUNTS OF CAPITAL EXPENDITURES, REPAIRS,
AND MAINTENANCE**
(Majority vote)

Whereas, there is general agreement that funds for capital expenditures, maintenance, and repairs have been deferred for too long, and

Whereas, lists of needed expenditures of the highest priority were prepared by the Selectmen and the Acton School Committee prior to this Town Meeting, and

Whereas, the taxpayers of Acton believe that funds for capital improvements, maintenance, and repairs should be routinely included in yearly budgets, and

Whereas, the taxpayers of Acton have recently approved a significant increase in their property taxes, and

Whereas, the taxpayers wish to earmark a greater percentage of this increase towards capital improvements, maintenance, and repairs than has been suggested by the proposed budgets;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The municipal and school budgets increase spending

for capital expenditures, repair, and maintenance (CRM) in their proposed budgets for FY2006 by a total amount equal to or greater than \$600,000.

2. This higher level of budgeting for capital expenditures, maintenance, and repairs be maintained or increased in subsequent years.
3. Should there be money left over in the CRM accounts at the end of any given fiscal year, then the amounts budgeted for CRM in the next fiscal year be increased by the unspent amounts.
4. The actions taken by the various town boards and committees to meet the goals of this Resolution for FY2006 shall be made available to the public (via the town's website, printed in the newspaper, or discussed at the next Town Meeting) prior to the close of this fiscal year.

RESOLUTION IS LOST

ARTICLE 16 NESWC ENTERPRISE BUDGET
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money for the purpose of solid waste disposal in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Johnson moves that the Town appropriate \$1,013,306, to be expended by the Town Manager, for the purpose of solid waste disposal, and to raise such amount,
\$460,000 be raised from department receipts and
\$553,306 be transferred from retained earnings.

MOTION CARRIES UNANIMOUSLY

ARTICLE 17 COMMUNITY PRESERVATION PROGRAM
(Majority vote)
DIRECT APPROPRIATIONS FROM FUND BALANCE

To see if the Town will vote to appropriate or to set aside for later appropriation, and to authorize the Board of Selectmen and the Town Manager to expend or set aside, from the FY 2004 Community Preservation Fund balance as set forth herein, the following amounts for community preservation purposes with each item considered a separate appropriation:

FY 2004 COMMUNITY PRESERVATION FUND BALANCE

Community Preservation Fund Surcharge Collected in FY 2004	\$ 539,863.00
State Community Preservation Trust Fund Receipt, October 2004	\$ 534,467.00
Interest Earned FY 2004	\$ 4,155.00
Unencumbered funds from FY 2003 Fund Balance	\$ 70,972.71
Total - FY 2004 Community Preservation Fund Balance	\$1,149,457.71

APPROPRIATIONS

Purpose	Recommended Amounts
Set Aside Appropriation – Open Space	
A. Acquisition, creation, and preservation of Open Space, and its rehabilitation and restoration	\$ 300,000.00
Spending Appropriations	
B. Design and Construction of a Recreational Area at McCarthy Village	\$ 20,000.00
C. Community Housing Program Fund - Creation, Preservation, and Support of Community Housing in the Town of Acton	\$160,000.00
D. Jones Tavern Chimney Stabilization	\$ 30,000.00
E. Town Hall Slate Roof Replacement	\$ 120,000.00
F. Library Restoration for the Display of Acton's Civil War Artifacts	\$ 30,150.00
G. Colonel Francis Faulkner Memorial Plaque Replacement	\$ 1,000.00
H. Pine Hawk Curatorial Display	\$ 24,000.00
I. Antique Fire Apparatus Restoration	\$ 20,000.00
J. Bruce Freeman Rail Trail Start-up Funding	\$ 75,000.00
K. Create a New Multi-Use Recreation Space at Leary Field	\$ 250,000.00
Administrative Spending Appropriation	
L. A fund reimbursing the Town of Acton for administrative services and operating expenses provided in support of the Community Preservation Committee	\$ 53,716.50
Total Recommended Appropriations	\$1,083,866.50
Remaining FY 2004 fund balance	\$ 65,591.21

And, whereas Massachusetts General Law, Chapter 44B requires that the Town appropriate for spending, or set-aside for future spending, from the fund balance at least 10% for open space, 10% for historic preservation, and 10% for community housing.

And, whereas the recommended appropriations for open space, historic preservation, and community housing each exceed 10% of the Community Preservation Fund balance.

And, whereas Town Meeting may vote to delete or reduce any of the recommended amounts.

Therefore, in the event that recommended amounts are deleted or reduced, vote to appropriate as a set-aside for future spending from the FY 2004 Community Preservation Fund Balance the minimum necessary amounts to allocate not less than 10% (\$114,945.78) for open space, not less than 10% (\$114,945.78) for historic preservation, and not less than 10% (\$114,945.78) for community housing.

, or take any other action relative thereto.

MOTION: Mr. Berry moves that the Town appropriate or set aside for later appropriation, and to authorize the Town Manager to expend or set aside, from the Fiscal Year 2004 Community Preservation Fund Balance, \$1,083,866.50 for the following purposes, with each item considered a separate appropriation:

- A. \$300,000 to the Community Preservation Act Open Space Reserve Fund;
- B. \$20,000 for the design and construction of a recreational area at McCarthy Village
- C. \$160,000 for Acton Community Housing Corporation's Community Housing Program Fund
- D. \$30,000 for the repair of the Jones Tavern Chimney
- E. \$120,000 for the repair of the 140 year old Town Hall slate roof;
- F. \$30,150 for the restoration of Acton's Civil War Artifacts
- G. \$1,000 for replacing a plaque honoring Colonel Francis Faulkner
- H. \$24,000 for protecting and displaying the 4000-8000 year-old Native American artifacts found at a site on Adams Street

- I. \$20,000 for the restoration of antique fire apparatus
- J. \$75,000 for preliminary right-of-way acquisition and other preliminary work to advance the design and construction of the Bruce Freeman Rail Trail
- K. Contingent upon the passage of Article 18 of this Warrant, \$250,000 for the creation of a new Multi-Use Recreation Space on Leary Field
- L. \$53,716.50 for the reimbursement of expenses incurred by the Town of Acton in support of the Community Preservation Committee

MOTION CARRIES UNANIMOUSLY

ARTICLE 18 INTER-MUNICIPAL AGREEMENT – LEARY FIELD (Majority Vote)

To see if the Town will authorize the Board of Selectmen and the Town Manager to enter into an Inter-Municipal Agreement pursuant to M.G.L. c. 40, § 4A, between the Town of Acton and the Acton-Boxborough Regional School District relative to the construction, funding, use and maintenance of the new Leary Field to be located on the District's Central Campus adjacent to the Acton-Boxborough Regional High School, which agreement shall be in substantially the form set forth below, shall specify the Town's maximum financial liability as \$250,000 for construction of the new Leary Field funded by Community Preservation Act Funds appropriated under Article 17 of the Warrant for this Town Meeting, and shall contain such further terms, conditions and modifications as the Board of Selectmen determine to be appropriate, or take any other action relative thereto.

AGREEMENT

This Inter-Municipal Agreement (the "Agreement") is entered into pursuant to M.G.L. c. 40, § 4A, on the last day of execution below, by, between and among the **TOWN OF ACTON**, a municipal corporation, having its principal office at Town Hall, 472 Main Street, Acton MA 01720 (the "Town") and the **ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**, a regional school district created under M.G.L. c. 71, §§ 15, *et seq.*, having its principal office at 16 Charter Road, Acton MA 01720 (the "District").

This Agreement is with respect to the financing and use of the Leary Field, which is owned by the District and is located on the District's Central Campus adjacent to the Acton-Boxborough Regional High School. This natural turf football field has dimensions that are smaller than required for soccer, lacrosse and other sports. Its surface is regularly destroyed after only 20-25 events in a normal sports season; therefore its use is severely restricted by factors that make it unplayable (such as mud, ice, snow, "dust bowl" conditions, impervious hard-pack, a barren oval surface, and the ongoing need to plant, maintain and "rest" the field). Because of these conditions, the District is seldom able to make

Leary Field available either to students or to the Town and the community for recreational activities. In addition, the Town of Acton has a critical need for new community recreational resources to serve its youth and adult populations.

The District proposes to create a new and expanded multi-use, recreation space at Leary Field including without limitation the following elements (the "Leary Field Project"):

1. Remove the existing surfaces at Leary Field and remove at least 18" of subsurface material;
2. Install new subsurface materials, new drainage and a complete new system, known as FieldTurf, or facsimile;
3. Significantly expand the area of the playing surfaces to better accommodate accurate field measurements for existing and new sports, requiring the installation of removable goal posts and relocation of certain track pits; and
4. Significantly expand the amount and range of uses, users and hours of usage.

The District proposes to finance the Leary Field Project with funding from three sources: Privately Raised Funds (approximately 33.3%); District Funds (approximately 33.3%); and Town Community Preservation Act Funds ("CPA Funds") (approximately 33.3%). Under G.L. c. 44B, § 5, CPA Funds can be used for "the acquisition, creation and preservation of open space," where "open space is defined under G.L. c. 44B, § 2, to include, "land for recreational use," and "recreational use" is defined under G.L. c. 44B, § 2, to include "noncommercial youth and adult sports, and the use of land as a park, playground or athletic field." This agreement will ensure a policy and procedure by which the District will provide shared access to the new Leary Field.

NOW THEREFORE, for adequate consideration the receipt and sufficiency of which are hereby acknowledged, the Town and the District agree as follows:

1. CONSTRUCTION OF THE LEARY FIELD PROJECT

Subject to the terms and conditions of this Agreement, on or before December 31, 2006, the District shall perform all work necessary and appropriate for the design, bidding, permitting, construction, landscaping and other related activities for the completion of the Leary Field Project (the "Work"). Once the Work is completed on the Leary Field Project Leary Field for purposes of this Agreement shall be referred to herein as the "New Leary Field."

2. FUNDING OF THE LEARY FIELD PROJECT

The estimated cost of the Work is \$750,000 (the "Estimated Project Cost"). The District agrees to accept private funds, total-

ing not less than one-third of the Estimated Project Cost, and expend these funds toward the Work. Upon (a) commitment to pay and/or payment to and acceptance by the District of Private Funds, inclusive of any in-kind contributions, totaling not less than one-third of the Estimated Project Cost, (b) completion of the design, bidding, and (if required) permitting of the Leary Field Project, and (c) issuance by the District of the contracts for the construction of the Leary Field Project, the Town shall pay to the District CPA Funds equal to \$250,000 towards the cost of permitting, design and construction of the Work. The District shall accept and expend said CPA Funds solely for the purpose of performing the Work on the Leary Field Project.

The District shall complete the Work using the Private Funds, the CPA Funds, and additional District Funds raised and appropriated and/or borrowed by the District for that purpose. The District shall pay all costs over and above the Private Funds and the CPA Funds necessary to complete the Work, including without limitation any cost overruns relating to the Leary Field Project.

3. USE OF LEARY FIELD

In return for its contribution of CPA Funds to the Leary Field Project, this Agreement provides throughout its Term and subject to the terms hereof for guaranteed access for the Town and Town-approved community groups to use the New Leary Field, free of charge (except for ministerial charges as provided herein), for sports practices, sports events and other recreational activities such as Town sports leagues (football, soccer, lacrosse, field hockey, ultimate Frisbee, etc.), adult sports leagues, instructional sports clinics, summer sports camps, tournaments, and the like. This Agreement also permits the District to expand its use of the New Leary Field for sports practices and events and other recreational extracurricular activities (compared to its current use of the existing Leary Field).

During the first year of the Term, the use of the New Leary Field shall be allocated between the Town and the District in accordance with a schedule to be agreed upon by the Town Manager on behalf of the Town and the School Superintendent on behalf of the District which, when agreed to, shall be appended hereto as Exhibit 1. To minimize potential conflicts over the use of the New Leary Field and to maximize the efficient and appropriate allocation of time slots (including prime afternoon, evening and weekend time slots), the Town and the District agree that both initially and throughout the remaining Term of this Agreement, the Rules of Priority, attached as Exhibit 2, shall be used to allocate shared use of the New Leary Field between the Town and the District. The Rules of Priority may be altered or amended from time to time by agreement of the School Superintendent and the Town Manager or their respective designees.

Throughout the Term of this Agreement, the Field Reservation Rules and Regulations, attached as Exhibit 3, shall govern the use of the New Leary Field. Groups from outside of

the Town and the District may be allowed to use the New Leary Field, on a space available basis. The Field Reservation Rules and Regulations may be altered or amended from time to time by agreement of the School Superintendent and the Town Manager or their respective designees.-

The Town and the District agree that, upon completion of construction of the Leary Field Project in accordance with this Agreement, and during the Term of this Agreement, New Leary Field as provided herein will remain accessible and used as a playing field. Any further construction or reconstruction of the bleachers and surrounding structures or spaces may be conducted to enhance the use and accessibility to Leary Field.

As evidence of these undertakings, the parties shall execute and either party may record the Memorandum of Inter-Municipal Agreement attached as Exhibit 4.

4. TERM

The term of this Agreement shall be for the useful life of the infill artificial turf field or twenty-five years, whichever is sooner.

Upon payment by the Town of the CPA Funds hereunder, this Agreement shall guarantee the Town's irrevocable right to use the New Leary Field in accordance with this Agreement during its Term subject to interruptions in such use as provided herein.

5. MAINTENANCE OF LEARY FIELD

During the Term of this Agreement and subject to appropriation of funds for such purpose, the District shall perform all actions necessary to operate, maintain, patrol, inspect, and repair New Leary Field in its state-of-the-art playing condition, reasonable wear and tear excepted. Without limitation but subject to appropriations, the District shall perform all actions necessary to install and remove goal posts, secure soccer and lacrosse nets, re-stripe the field for various events, and other ordinary and necessary maintenance activities to permit the safe and efficient use of the field for the purposes of this Agreement. It is understood that such repair, maintenance and replacement of the field surfaces and other improvements may interrupt or disrupt, during the period of time while such activities occur, the use of the New Leary Field.

6. MAXIMUM FINANCIAL LIABILITY

The maximum financial liability of the Town and the District under this Agreement shall be as specified in the respective votes of the Acton Town Meeting and the District School Committee to authorize this Agreement. To satisfy their respective obligations under this Agreement, the Town and the District, when duly authorized to do so in accordance with the provisions of applicable law, may raise money by any lawful means.

7. FINANCIAL SAFEGUARDS

The Town and the District agree that the following financial safeguards shall apply to this Agreement and shall be sufficient for all purposes.

Until the completion of construction of the Leary Field Project, acceptance of the Work by the District, and payment of all contractors and subcontractors with respect thereto:

- * the District shall maintain accurate and comprehensive records of services performed, costs incurred, and reimbursements and contributions made and received in connection with this Agreement; shall require that all bills and payrolls submitted for work done under this Agreement shall be plainly marked to indicate that the work was done under authority hereof; shall provide an annual financial report with respect thereto to the Town, if required by law; and shall cause such records to be audited as part of the regular audits of the District's such records; and
- * the Town shall maintain accurate and comprehensive records of all CPA Funds appropriated and expended pursuant to this Agreement; and shall cause such records to be audited as part of the regular audits of the Town's records.

Thereafter, during the Term of this Agreement, the Town and the District shall maintain accurate financial records of any revenues and expenses associated with this Agreement; and shall cause these records to be audited as part of the regular audits of their respective financial

The amount of CPA Funds and other contribution received by the District and/or any reimbursement made by the District under this Agreement shall be accounted for on its books pursuant to General Laws Chapter 40, Section 4A, and /or Chapter 44, Section 53A, as applicable.

All records kept by the Town in regard to the expenditure of CPA funds related to this project, and all records kept by the District in regard to the expenditure of said funds, shall be available for inspection upon request.

8. INSURANCE.

During the Term of this Agreement, the District will list Leary Field on the District's schedule of insured properties for its property and liability policies. The District shall cause the Town to be named as an additional insured on the District's liability insurance arising out of its interest in the Leary Field property under this Agreement. During the Term of this Agreement, the Town will list Leary Field on the Town's schedule of insured properties for its property and liability policies. The Town shall cause the District to be named as an additional insured on the Town's liability insurance with respect to Leary Field.

9. CERTAIN OPERATIONAL MATTERS.

Any necessary permits or licenses needed to use the New Leary Field by any person or entity shall be obtained by the persons or entities intending to use the field and copies shall be provided to the Town and the District. The Town and any person or entity using New Leary Field shall not make any alterations to such field. To the extent any large scale or unusual use (as reasonably determined by either the Town or the District) of the New Leary Field is contemplated by any person or entity the District and/or the Town shall have the right to require a police presence and/or that custodial or other similar services be provided and in each case paid for by such users with respect to such use. Payment of the cost of the police detail, custodial services, and/or night lighting shall not be considered a fee for the use of the field but rather shall be a cost incidental to the individual's event.

10. SOVEREIGN IMMUNITY.

It is expressly understood and agreed, and all users of the New Leary Field shall be advised, that the use of such field by any persons or entities other than District activities are undertaken by and pursuant to the Town's authority to promote and allow recreational use of public facilities and further that each of the District and the Town have sovereign immunity and statutory immunity as provided under Massachusetts law with respect to any use of the New Leary Field and ancillary District property such as access ways, the parking areas and the like.

11. MISCELLANEOUS.

- (a) **Amendment/Waiver.** This Agreement cannot be amended, modified or revised unless done in writing and signed by an authorized agent of the District and an authorized agent of the Town. No provision may be waived except in a writing signed by both parties.
- (b) **Bind and Benefit.** The terms and conditions contained in this Agreement will run with the Leary Field Property and bind and inure to the benefit of the parties, their respective heirs, executors, administrators, successors and assigns.
- (c) **Entire Agreement.** This Agreement and the exhibits attached hereto, all being a part hereof, constitute the entire agreement of the parties hereto and will supersede all prior offers, negotiations and agreements with respect to the subject matter of this Agreement.
- (d) **Governing Law.** This Agreement will be governed by the laws of the Commonwealth of Massachusetts.

- (e) **No Transfers.** Neither the Regional School District nor the Town may transfer or assign this Agreement or its rights hereunder.

IN WITNESS WHEREOF, the parties have executed this Inter-Municipal Agreement as of the day and year first above written.

**TOWN OF ACTON,
MASSACHUSETTS,**

By its Board of Selectmen,
F. Dore' Hunter, Chairman
Peter K. Ashton
Walter M. Foster
William H. Shupert, III
Robert A. Johnson, Clerk

**ACTON-BOXBOROUGH REGIONAL
SCHOOL DISTRICT**

By its Regional District School Committee,
Rebecca Neville, Chairperson
Marie Altieri
Michael Coppolino
Terry Lindgren
Jo-Ann Berry
Mary Ann Ashton
Jeff Vandegrift
Bruce Sabot
Liz Markiewicz

LIST OF EXHIBITS

- Exhibit 1 – First Year Allocation (to be agreed upon by the Town Manager on behalf of the Town and the School Superintendent on behalf of the District).
Exhibit 2 – Leary Field Rules of Priority
Exhibit 3 – Leary Field Reservations: Rules and Regulations, Sample Form
Exhibit 4 – Memorandum of Inter-Municipal Agreement

EXHIBIT 1

First Year Allocation

(To be appended after agreed upon by the Town Manager on behalf of the Town and the School Superintendent on behalf of the District)

EXHIBIT 2

LEARY FIELD RULES OF PRIORITY

Unless altered or amended by agreement of the School Superintendent and the Board of Selectmen or their respective

designees, the following Rules of Priority shall be used to allocate shared use of Leary Field between the Town and the District throughout the term of this Agreement

- In allocating time slots between and among the District and the Town, the Town and the District shall be guided by the principle that Leary Field shall be a shared recreational resource designed to promote and sustain a vibrant and diverse array of intra-scholastic, inter-scholastic, Town and community sporting and recreational events to promote the health and well-being of the Town's and the District's students, youth, adults, and families. Accordingly, the Selectmen and the School Superintendent (or their respective designees) shall agree upon a balanced allocation schedule between the District and the Town that takes into account seasonal sports' needs, increased summer flexibility and hours when school is out and days are longer, and other considerations appropriate to reaching an annual equitable balance between the District and the Town.
- * Each December for spring sports and each May for fall sports, the Town of Acton Recreation Department and the Acton-Boxborough Community Education Department will distribute a single field request form to youth and adult sports associations. A joint scheduling meeting for town and school-controlled fields (including the New Leary Field) shall be held between the Selectmen and the School Superintendent (or their respective designees) in January for spring and June for fall sports. At that time any conflicts in the use of the New Leary Field will be resolved by consensus.
- The District shall receive priority for use of the New Leary Field on school days. Community groups, including youth and adult sports leagues, are encouraged to use the New Leary Field in the evenings when available and shall receive priority in scheduling events on Saturday until 3 p.m., and throughout the day on Sunday.
- The Town of Acton Recreation Department shall receive priority for use of the New Leary Field from 8:00 a.m. until 6:00 p.m. five (5) weekdays per week, for ten (10) weeks during each summer, beginning after the close of the school year. Additionally, the District's marching band shall receive priority for one week in August and for Tuesday and Thursday evenings during the fall from 7 until 9 p.m., and the District shall receive priority to schedule events beginning two weeks prior to the starting date of school.

- During the school spring vacation (typically scheduled in April), the Town shall receive priority for use of the New Leary Field from 8:00 a.m. until noon, five (5) weekdays of the vacation.
- The District shall receive priority for use of the New Leary Field during after-season Tournament play. These weeks are roughly the first three weeks of November and the first three weeks of June.
- District-sponsored activities as well as Town-sponsored activities, including but not exclusively youth and adult sports leagues, will have free access to the New Leary Field.
- Groups from outside of Acton and the District would be able to use Leary Field, on a space available basis, pursuant to the Field Reservation Rules and Regulations, and sample Field Request Form.
- For any of the time specifically reserved for the use of the Town, the Town reserves its right to waive all or a portion of its time in any year without waiving future years' rights to the same time.

EXHIBIT 3

LEARY FIELD RESERVATIONS: RULES AND REGULATIONS

The Acton-Boxborough Regional School District and the Town of Acton are proud of our capability to offer our community a shared recreational resource in Leary Field. This resource is designed to promote and sustain a vibrant and diverse array of intra-scholastic, inter-scholastic, Town and community sporting and recreational events to promote the health and well-being of the Town's and the District's students, youth, adults, and families. We welcome community use of Leary Field through the procedure laid out below.

Field Reservations

Reservations for Leary Field will be made on the following priority classification:

Class 1 – School athletics and marching band use (priority given on school day afternoons between 2:30 and 6; one week during the month of August; Tuesday and Thursday evenings between 7 and 9 p.m.)

Class 2 – Community Education-sponsored activities, Town of Acton Recreation Department-sponsored activities, and youth and adult sports leagues

Class 3 – Acton-Boxborough residents and businesses

Class 4 – Non-Acton-Boxborough non-profit organizations, and commercial uses (e.g., sports camps sponsored by for-profit organizations)

If restrooms are required, ministerial charges for custodial services will be charged; and night-time uses requiring the use of lights will be charged an appropriate ministerial amount per hour for stadium lights..

Reservation Procedures

Twice a year there will be a scheduling meeting with representatives of Class 1-3 users interested in obtaining season permits. This meeting will be held in conjunction with the Acton Recreation Department. Class 1-3 users will be notified as to the time and place of this meeting. At that meeting, all scheduling concerns for the upcoming season will be addressed and the schedule of field use formalized.

Revocation of Field Permits

The Acton-Boxborough Regional School District and the Town of Acton reserve the right to revoke a field reservation permit under the following conditions:

1. Use of alcohol at field site or parking lots.
2. Use of other controlled substances at field site or parking lots.
3. Excessive litter.
4. Cars parked on the field or other grass areas.
5. Use of foul or abusive language.
6. Other misuses determined by the Acton Recreation Department or the Acton-Boxborough Community Education Department.

Additional field requests made by any individual/team whose permit has been revoked will be denied for the balance of the season. Teams/individuals will be held responsible for any field damage caused by misuse.

EXHIBIT 4

Memorandum of Inter-Municipal Agreement

MEMORANDUM OF AGREEMENT

This Memorandum of Inter-Municipal Agreement is entered into on this ____ day of _____, 2005, by and between the ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT, a regional school district created under M.G.L. c. 71, §§ 15, et seq., having its principal office at 16 Charter Road, Acton MA 01720 (the "District") and the TOWN OF ACTON, a municipal corporation, having its principal office at Town Hall, 472 Main Street, Acton MA 01720 (the "Town").

1. The District and the Town have entered into a certain Inter-Municipal Agreement ("Agreement") on the ____ day of _____, 2005, with respect to the use of a portion of the Acton-Boxborough Regional School District Central Campus which is owned by the District by Deed(s) dated _____, recorded in the Middlesex South Registry of Deeds at Book(s) _____, Page(s) _____, as set forth in the Agreement.
2. The maximum term of the Agreement is twenty-five (25) years.
3. The portion of the land subject to the Town's right to use under the Agreement is known as Leary Field.
4. This Memorandum of Agreement is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the Agreement, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Agreement and the provisions of the Agreement itself, the provisions of the Agreement shall control.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Agreement of the day and year first above written.

Acton-Boxborough Regional School District
William Ryan, Superintendent

ACKNOWLEDGEMENT

COMMONWEALTH OF MASSACHUSETTS COUNTY OF MIDDLESEX

On this ____ day of _____, 2005, before me, the undersigned Notary Public, personally appeared William Ryan, Superintendent of the Acton-Boxborough Regional School District, proved to me through satisfactory evidence of identification, namely my personal knowledge to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose as the foregoing Superintendent of the Acton-Boxborough Regional School District, a regional school district.

_____(official signature and seal of notary)
My commission expires _____

Town of Acton
Don P. Johnson, Town Manager

ACKNOWLEDGEMENT

COMMONWEALTH OF MASSACHUSETTS COUNTY OF MIDDLESEX

On this ____ day of _____, 2005, before me, the undersigned Notary Public, personally appeared Don P. Johnson, Town Manager of the Town of Acton, proved to me through satisfactory evidence of identification, namely my personal knowledge, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose as the foregoing Town Manager of the Town of Acton, a municipal corporation.

_____(official signature and seal of notary)
My commission expires _____

MOTION: Mr. Foster moves that the Town authorize the Board of Selectmen to enter into an inter-municipal agreement with the Acton-Boxborough Regional School Committee relative to the construction, funding, use and maintenance of the new Leary Field in the form set forth in the Article.

MOTION CARRIES

MOTION: Mr. Hunter moves to adjourn the Annual Town Meeting at 10:48 PM until April 5, 2005 at the Acton-Boxborough Regional High School Auditorium at 7:00 PM.

MOTION CARRIES UNANIMOUSLY

April 5, 2005

The Moderator, Mr. MacKenzie, call the adjourned session of the 2005 Annual Town Meeting to order at 7:02 PM.

Mr. Mackenzie recognized the volunteers to all committees and Boards.

ARTICLE 19 TOWN BOARD SUPPORT (Majority vote)

ACTON-BOXBOROUGH CULTURAL COUNCIL

To see if the Town will raise and appropriate, or appropriate from available funds, the sum of \$2,000, or any other sum, to be expended by the Town Manager for the ongoing expenses of the Acton-Boxborough Cultural Council for programs in Acton, or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town raise and appropriate \$2,000 for the ongoing expenses of the Acton-Boxborough Cultural Council.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 20 ACTON PUBLIC SCHOOLS BUDGET

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Acton Public School System, or take any other action relative thereto.

MOTION: Mrs. Aliteri moves that the Town appropriate \$20,479,235, to be expended by the Superintendent of Schools to fund the Acton Public School Budget for the period July 1, 2005 to June 30, 2006, and to raise such amount, \$20,479,235 be raised and appropriated

MOTION CARRIES

ARTICLE 21 ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT ASSESSMENT

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

MOTION: Mrs. Ashton moves that the Town appropriate \$20,649,059 to fund the assessment of the Acton-Boxborough Regional School District for the period July 1, 2005 to June 30, 2006, and to raise such amount, \$20,649,059 be raised and appropriated.

MOTION CARRIES

ARTICLE 22 MINUTEMAN REGIONAL SCHOOL DISTRICT ASSESSMENT

(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds, a sum of money to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

MOTION: Mr. Olmstead moves that the Town appropriate \$779,726 for the expenses of the Minuteman Regional Vocational Technical School District for the period of July 1, 2005 to June 30, 2006, and to raise such amount, \$779,726 be raised and appropriated.

MOTION CARRIES UNANIMOUSLY

ARTICLE 23 AMEND TOWN BYLAWS

(Majority vote)

RULES AND REGULATIONS FOR 'CARRY-IN' LIQUOR

To see if the Town will vote to amend the general Bylaws of the Town by adding the following new Chapter T after Chapter S:

Chapter T "Carry-In" Intoxicating Beverages Bylaw

1. Definitions

For purposes of this bylaw, the following terms shall have the following meanings:

"Board" shall mean the Board of Selectmen acting as the Town's local licensing authority for common victuallers under chapter 140 of the General Laws.

"Bylaw" shall mean this bylaw applicable to Carry-In Permission for intoxicating beverages to restaurants operated by common victuallers.

"Carry-In Permission" shall mean permission granted by the Board to a common victualler under this bylaw to allow intoxicating beverages to be brought by patrons and customers into and consumed in a restaurant that is owned, operated, leased, maintained or otherwise controlled by the common victualler.

"Common Victualler" shall mean a person duly licensed under the provisions of chapter 140 of the General Laws to conduct a restaurant.

"Intoxicating Beverages" shall mean intoxicating beverages as defined in chapter 138, section 1 of the General Laws.

"Restaurant" shall mean a restaurant as defined in chapter 138, section 1 of the General Laws.

2. General Rules

No common victualler shall permit intoxicating beverages to be consumed in a restaurant which is owned, operated, leased, maintained or otherwise controlled by the common victualler except pursuant to a valid license issued under the provisions of chapter 138 of the General Laws or pursuant to and in strict conformity with this bylaw and regulations adopted by the Board pursuant to this bylaw.

3. Carry-In Permission for Intoxicating Beverages

The Board may grant Carry-In Permission to a common victualler to allow intoxicating beverages to be brought by patrons and customers into and consumed in a restaurant which is owned, operated, leased, maintained or otherwise controlled by the common victualler provided that:

- a. Application for such Carry-In Permission shall be made to the Board at the time of the initial or renewal application for a common victualler's license.
- b. The applicant for such Carry-In Permission shall not be less than twenty-one years of age and must be a person of good character in the Town.
- c. No Carry-In Permission shall be issued to any applicant who has been convicted of a violation of a federal or state narcotic drugs law.
- d. No Carry-In Permission shall be issued to any fast food restaurant, defined as a restaurant with seating but no table service.
- e. No Carry-In Permission shall be issued to any applicant who has a license for the restaurant issued under the provisions of chapter 138 of the General Laws.
- f. No Carry-In Permission shall be issued to any applicant whose license for the restaurant issued under the provisions of chapter 138 of the General Laws has been suspended or revoked, or to any person, firm, corporation, association or other combination of persons affiliated, directly or indirectly, with such licensee through any agent, employee, stockholder, officer or other person, or any subsidiary whatsoever.
- g. Before approving or renewing Carry-In Permission, the Board may cause an examination or examinations to be made of the premises of the applicant or may otherwise review such evidence as the Board deems credible to determine whether such premises comply in all respects with the appropriate definitions of section one and whether activities conducted on the premises comply in all respects with the provisions of this Bylaw. The Board may deny Carry-In Permission or renewal of Carry-In Permission to any applicant where the premises and/or the activities conducted on the premises do not in the Board's judgment so comply.
- h. The Board may refuse to grant Carry-In Permission in certain geographical areas of the Town, where the character of the neighborhood may warrant such refusal.
- i. The common victualler shall comply with any and all conditions imposed by the Board with respect to such Carry-In Permission, including without limitation conditions with respect to hours and days during which such intoxicating beverages may be consumed in the restaurant

and the insurance which shall be carried with respect to operation of the restaurant having

Carry-In Permission.

- j. Carry-In Permission under this Bylaw shall be not be transferable between persons or locations except with the advance permission of the Board and then only if consistent with the public interest. Carry-In Permission shall be revocable as provided herein.
- k. Approval of Carry-In Permission under this bylaw shall not create any property rights; rather such permission is authorized solely to serve the public need and in such a manner as to protect the common good.
- l. Every approval of Carry-In Permission under the provisions of this bylaw shall expire on December thirty-first of the year of issue, subject, however, to earlier revocation or cancellation within its term.

4. Obligations of A Common Victualler Granted Carry-In Permission for Intoxicating Beverages

Any common victualler approved for Carry-In Permission shall at all times comply with the following requirements:

- a. The common victualler shall not permit any person under the age of twenty-one to consume intoxicating beverages in the restaurant. Any person bringing or accompanying any person bringing intoxicating beverages into a restaurant having Carry-In Permission shall, upon request of the common victualler, an Acton police officer, or an agent of the Board, state his name, age, and address, and produce a valid identification document. The common victualler shall verify by appropriate picture identification that any patrons and customers consuming such intoxicating beverages in the restaurant are twenty-one years of age or older. Any common victualler, or agent or employee thereof, under this bylaw who reasonably relies on a valid operator's license issued by the registry of motor vehicles pursuant to section eight of chapter ninety, a valid liquor purchase identification card issued pursuant to chapter 138, section 34B, a valid passport issued by the United States government or by the government of a foreign country recognized by the United States government, or a valid United States issued military identification card, for proof of a person's identity and age shall not suffer any modification, suspension, revocation or cancellation of its Carry-In Permission or common victualler's license by virtue of that individual's under-age drinking in the restaurant.

- b. The common victualler shall only allow intoxicating beverages to be consumed in the dining room or dining rooms of the restaurant.
- c. The common victualler shall ensure that intoxicating beverages are not consumed in the restaurant by customers or patrons so as to cause or contribute to their becoming unruly and/or a danger to themselves or others either in the restaurant or on the public ways upon leaving the restaurant. The common victualler is hereby authorized to confiscate all remaining intoxicating beverages from any patrons or customers who appear to present a danger of becoming unruly and/or becoming a danger to themselves or others either in the restaurant or on the public ways by virtue of the consumption of intoxicating beverages.

Any customers or patrons of a restaurant with Carry-In Permission shall be deemed at all times to consent to such confiscation if deemed necessary by the common victualler.

- d. The common victualler shall immediately report to the Acton Police Department any situation in which customers or patrons consuming alcohol in the restaurant appear to present a danger to themselves or others either in the restaurant or on the public ways by virtue of the consumption of intoxicating beverages.

5. Regulations

The board may promulgate rules and regulations not inconsistent with the provisions of this bylaw for clarifying, carrying out, enforcing, implementing and preventing violations of, all and any of its provisions. Without limitation, the Board may make regulations (a) limiting the number of approvals for Carry-In Permission to be issued under this Bylaw, (b) determining the fee to be charged for Carry-In Permission under this bylaw, which fee shall not be more than double the license fee for a common victualler's license, (c) determining the method and frequency of inspection of the premises and method of carrying on the business of any common victualler having Carry-In Permission hereunder, and (d) for the proper and orderly conduct of any business having Carry-In Permission hereunder.

6. Penalties for Violation

Violation by a common victualler of this Bylaw or any regulation promulgated by the Board pursuant to this Bylaw shall be punishable by a fine of three hundred dollars per offense. Each day a violation continues shall be considered a separate offense.

Any person bringing intoxicating beverages into or consuming intoxicating beverages in a restaurant having Carry-In

Permission shall be punished by a fine of three hundred dollars per offense for any of the following violations of this bylaw: (a) refusing, upon request of the common victualler, an Acton police officer, or an agent of the Board, to state his name, age, and address, and produce a valid identification document, (b) stating in response to such request a false name, age, or address, including a name or address which is not his name or address in ordinary use, (c) producing or displaying in response to such request a false or fraudulent identification document, (d) refusing to allow the common victualler to confiscate remaining intoxicating beverages under Section 4(c), or (e) acting in a manner dangerous to himself or others in the restaurant.

Any sums of money collected as fines shall be paid forthwith into the general revenues of the Town.

7. Suspension, etc., of Carry-In Permission

The Board may suspend, modify, cancel, deny, refuse to renew, or revoke Carry-In Permission for any violation of this Bylaw or any regulation promulgated by the Board pursuant to this Bylaw

The Board may suspend, modify, cancel, deny, refuse to renew, or revoke a common victualler's license in the event a common victualler has committed multiple, willful, or repeated violations of this Bylaw or any regulation promulgated by the Board pursuant to this Bylaw.

In case of suspension, modification, cancellation, denial, refusal to renew, or revocation of any Carry-In Permission or any license as aforesaid, no abatement or refund of any part of the fee paid therefor shall be made.

8. Severability

In case any section, paragraph or part of this chapter be for any reason declared invalid or unconstitutional by any court of last resort, every other section, paragraph or part shall continue in full force and effect.

9. Effective Date

This chapter shall take effect in accordance with M.G.L. c.40, § 32.

Or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town adopt the bylaw amendments as set forth in the Article.

MOTION CARRIES UNANIMOUSLY

ARTICLE 24 AMEND TOWN BYLAWS

(Majority vote)

NON-CRIMINAL DISPOSITION FOR "CARRY-IN" BYLAW

To see if the Town will vote to amend Section E45 (Non-Criminal Disposition) of Chapter E (the General Public Regulations) of the Bylaws of the Town by adding the following to the list of bylaws, rules and regulations included within the scope of the Non-Criminal Disposition bylaw:

Chapter T, sections 1-9: "Carry-In" Intoxicating Beverages Bylaw, and any regulations adopted by the Board of Selectmen pursuant to said bylaw – enforcing person – regular police officer – Fine \$300.00, each offense,

or take any other action relative thereto.

MOTION: Mr. Shupert moves that the Town adopt the bylaw amendments as set forth in the Article.

MOTION CARRIES

ARTICLE 25A AMEND ZONING BYLAW – AMA- TEUR RADIO INSTALLATION

(Two-thirds vote)

[Notes in italic print are not part of the article but are intended for explanation only]

To see if the Town will vote to amend the zoning bylaw as follows:

PRINCIPAL USES	RESIDENTIAL DISTRICTS				
	R-2	R-4	R-A	R-AA	VR
	R-8	R-8/4			
	R-10	R-10/8			

3.2 GENERAL USES

3.2.4 Amateur Radio Installation		Y	Y	Y	Y
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PRINCIPAL USES	BUSINESS DISTRICTS		
	KC	LB	PM

3.2 GENERAL USES

3.2.4 Amateur Radio Installation	Y	Y	Y
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A. Insert under section 3.2 – General Uses, a new use definition as sub-section 3.2.4 as follows:

3.2.4 Amateur Radio Installation – One or more antennas or antenna STRUCTURES owned and used exclusively by an amateur radio operator with a valid and current amateur radio operator's license issued by the Federal Communications Commission (FCC), subject to the following restrictions and limitations:

3.2.4.1 No antennas and antenna STRUCTURES shall be located in the front yard of a principal BUILDING as defined in Section 5.2.4.

3.2.4.2 The operator of the Amateur Radio Installation, or the owner of the LOT, shall dismantle and remove the antennas or antenna STRUCTURES within one year after the cessation of a FCC-licensed operator's ownership or tenancy, or the expiration or rescission of the operator's FCC license.

2.3.4.3 The base of an antenna or antenna STRUCTURE shall be surrounded by a fence with a locked gate or shall be equipped with an effective anti-climb device.

B. Insert under section 3 – Table of Principal Uses, a new line 3.2.4 as follows:

VILLAGE DISTRICTS					OFFICE DISTRICTS	
EAV	EAV-2	NAV	SAV	WAV	OP-1	OP-2

Y	Y	Y	Y	Y	Y	Y
---	---	---	---	---	---	---

INDUSTRIAL DISTRICTS					SP. DIST.	
GI	LI	LI-1	SM	TD	ARC	SITE PLAN

Y	Y	Y	Y	Y	Y	NR.
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- C. Delete section 3.10.3 – Applicability of Special Requirements for Wireless Communication Facilities, and replace it with a new section 3.10.3 as follows:

3.10.3 Applicability – This section 3.10 shall apply only to reception and transmission facilities for the purpose of personal wireless communication services identified in the Federal Telecommunications Act of 1996. Nothing in this section shall be construed to regulate or prohibit customary installations for the reception of wireless communication signals at home or business locations, or Amateur Radio Installations as defined in section 3.2.4.

[Note: Section 3.10.3 currently states as follows:

3.10.3 Applicability – This section 3.10 shall apply only to reception and transmission facilities for the purpose of personal wireless communication services identified in the Federal Telecommunications Act of 1996. Nothing in this Bylaw shall be construed to regulate or prohibit customary installations for the reception of wireless communication signals at home or business locations, and nothing in this Bylaw shall be construed to regulate or prohibit an antenna installed solely for use by a federally licensed amateur radio operator, provided that the height of such antenna does not exceed applicable height limitations and, if freestanding, that it is set back from all LOT lines at least the distance equal to its height, but not less than the otherwise applicable minimum yard requirement.]

- D. In section 4.3.6.3 – Treatment and Renovation of Runoff, add the following sentence at the end of the section:

“This section shall not apply to Amateur Radio Installations.”

[Note: Section 4.3.6.3 currently reads:

4.3.6.3 Treatment and Renovation of Runoff – All water runoff from IMPERVIOUS COVERS shall be funneled into gas trap catch basins. In addition, the first (1st) inch of every storm event shall be directed into a retention pond(s), where it shall be retained for an average of at least 3 days prior to recharge into the ground or discharge from the site. The retention pond(s) shall be exposed to sunlight, vegetated, and lined with soil featuring a permeability of 0.0001 cm/sec (0.1417 in/hr) or less. A DIVERSION BOX shall direct all water, which falls onto the site in excess of one (1) inch during a single storm event, toward additional storage, direct infiltration, or discharge from the site. Alternate methods of runoff

treatment and renovation may be approved by the Special Permit Granting Authority if the Special Permit Granting Authority determines the intent of this Section is met.

- E. Insert in section 8 – Nonconforming Lots, Uses, Structures, and Parking; Exemptions; a new subsection 8.10 as follows:

8.10 Exemption for Amateur Radio Installations – The limitations of this Zoning Bylaw pertaining to the height of BUILDINGS and STRUCTURES and the requirements for a minimum number of parking spaces in Section 6.3 shall not apply to Amateur Radio Installations as defined in Section 3.2.4.

- F. Insert in section 9B.4 – Allowed Uses in a Senior Residence Development, a new subsection 9B.4.9 as follows:

9B.4.9 Amateur Radio Installations.

,or take any other action relative thereto.

MOTION: Mr. Schaffner moves that the Town adopt the zoning bylaw amendments as set forth in the Article.

(2/3 MAJORITY) 83 FAVOR - 93 AGAINST

MOTION LOST

ARTICLE 25B AMEND ZONING BYLAW – AMATEUR RADIO INSTALLATION (Two-thirds vote)

[Notes in italic print are not part of the article but are intended for explanation only]

To see if the Town will vote to amend the zoning bylaw as follows:

- A. Insert under section 3.8.3 – Accessory Uses permitted in any Zoning District, a new sub-section 3.8.3.6 as follows:

3.8.3.6 Not more than one Amateur Radio Tower, or in the case of a licensed amateur radio operator utilizing a long wire horizontal antenna system not more than two Amateur Radio Towers, on a LOT, inclusive of all antennas, appurtenances, support STRUCTURES, anchors, and guys, subject to the following requirements:

- a) The Tower(s) shall be owned and operated by an amateur radio operator who is licensed by the Federal Communications Commission (FCC).
- b) The operator of the Tower(s) or the owner of the LOT shall dismantle and remove the Tower(s) within one year after the cessation

of the FCC-licensed operator's ownership or tenancy, or the expiration or rescission of the operator's FCC license.

- c) Tower height shall not exceed 100 feet from ground level when fully extended, including all antennas and appurtenances.
- d) A Tower is prohibited in the front yard of the principal BUILDING or BUILDINGS on the LOT as defined in section 5.2.4.
- e) In Residential Districts, any Tower shall be set back at least 30 feet from all side and rear LOT lines regardless of the otherwise applicable yard requirements, except when:
 - i. The Tower, even when extended, does not exceed the maximum height limit for STRUCTURES; or
 - ii. The tower is directly attached to the side or rear of the principal BUILDING or BUILDINGS on the LOT and complies with the minimum side and rear yard requirements for STRUCTURES.

anchors and guys must in all cases only comply with the minimum side and rear yard requirements that are otherwise applicable to STRUCTURES.

- f) The base of any Tower shall be surrounded by a fence with a locked gate or shall be equipped with an effective anti-climb device.
- g) No portion of any Tower shall be utilized as a sign or have signage attached to it.
- h) No portion of any Tower shall be illuminated or have lights attached to it unless required by the Federal Aviation Administration.
- i) The Board of Appeals may, by special permit, on a case-by-case basis, allow more than one Amateur Radio Tower or in the case of a long wire horizontal antenna system more than two Amateur Radio Towers on a LOT (3.8.3.6.a), an Amateur Radio Tower height higher than 100' (3.8.3.6.c), an Amateur Radio Tower or Towers in the front yard of the LOT provided that an alternate location on the LOT is not feasible (3.8.3.6.d), and/or a set back of less than 30 feet from side and/or rear LOT lines (3.8.3.6.e) where (1) such relief is demonstrated by the applicant to be necessary to reasonably and effectively accommodate amateur radio communications by the federally licensed amateur radio owner/operator of the Amateur Radio Tower(s) and such relief would not result in a substantial adverse health, safety, or aesthetic impact upon the neighborhood in the vicinity of the Amateur Radio Tower(s), or (2) denial of such relief would otherwise result in a demonstrated violation of applicable Federal Communications Commission (FCC) regulations and/or Massachusetts General Law

Ch. 40A, s. 3. In acting on petitions under this section, the Board of Appeals shall apply this bylaw in a manner that reasonably allows for sufficient height of an Amateur Radio Tower or Towers so as to effectively accommodate amateur radio communications by federally licensed amateur radio operators and constitute the minimum practicable regulation necessary to accomplish the legitimate purposes of the bylaw for the protection of health, safety, and aesthetics.

- B. Delete section 3.10.3 – Applicability of Special Requirements for Wireless Communication Facilities, and replace it with a new section 3.10.3 as follows:

3.10.3 Applicability – This section 3.10 shall apply only to reception and transmission facilities for the purpose of personal wireless communication services identified in the Federal Telecommunications Act of 1996. Nothing in this Bylaw shall be construed to regulate or prohibit customary installations for the reception of wireless communication signals at home or business locations, and nothing in this Bylaw shall be construed to regulate or prohibit a tower or antenna installed solely for use by a federally licensed amateur radio operator. For regulations on Amateur Radio Towers see section 3.8.3.6 of this Bylaw.

[Note: Section 3.10.3 currently states as follows:

3.10.3 Applicability – This section 3.10 shall apply only to reception and transmission facilities for the purpose of personal wireless communication services identified in the Federal Telecommunications Act of 1996. Nothing in this Bylaw shall be construed to regulate or prohibit customary installations for the reception of wireless communication signals at home or business locations, and nothing in this Bylaw shall be construed to regulate or prohibit an antenna installed solely for use by a federally licensed amateur radio operator, provided that the height of such antenna does not exceed applicable height limitations and, if freestanding, that it is set back from all LOT lines at least the distance equal to its height, but not less than the otherwise applicable minimum yard requirement.]

Or take any other action relative thereto.

MOTION: Mr. Hunter moves that the Town adopt the zoning bylaw amendments as set forth in the Article.

**(2/3 MAJORITY) TELLER COUNT - FAVOR 140
- AGAINST - 54**

MOTION CARRIES 2/3 VOTE

ARTICLE 26* AMEND ZONING BYLAW – HOUSE-KEEPING (Two-thirds vote)

To see if the Town will vote to amend the zoning bylaw as follows [Notes in italic print are not part of the article but are intended for explanation only]:

- A. Amend section 2.2 by changing “January 2001” to “April 2005” in the first and fourth bullets.
- B. Delete section 4.4.8.1 (local preference criteria for affordable housing) and replace it with a new section 4.4.8.1 as follows:
 - 4.4.8.1 Local Preference – To the maximum extent practical and subject to applicable Federal or State financing or subsidy programs, the AFFORDABLE DWELLING UNITS shall be initially offered to qualified LOW- and MODERATE-INCOME households that meet local preference criteria established from time to time by the Town of Acton or the Acton Community Housing Corporation. Procedures for the selection of purchasers and/or tenants shall be subject to approval by the Town of Acton or its designee. The local preference restriction shall be in force for 120 days from the date of the first offering of sale or rental of a particular AFFORDABLE DWELLING UNIT. The applicant shall make a diligent effort to locate eligible purchasers or renters for the AFFORDABLE

DWELLING UNIT who meet the local preference criteria and the applicable income requirements.

[Note – Section 4.4.8.1 currently reads:

4.4.8.1 Preference for Town residents and persons employed within the Town – Unless otherwise prohibited by a federal or state agency under a financing or other subsidy program, at least fifty percent (50%) of the AFFORDABLE DWELLING UNITS donated, rented, leased or sold shall be initially offered to Acton residents, to persons employed within the Town of Acton, and to former residents of the Town as follows:

- a) Thirty percent (30%) shall be initially offered to current residents of the Town of Acton.
- b) Ten percent (10%) shall be offered to persons employed within the Town of Acton;
- c) Ten percent (10%) shall be offered to persons who, although not currently residents of the Town, resided in the Town of Acton for a minimum of five (5) years within the past fifteen (15) years.]

- C. In Section 5 – Table of Standard Dimensional Regulations, delete from the header paragraph the phrase
“and Planned Conservation Residential Communities (PCRC - Section 9).”,
and replace it with
“, Planned Conservation Residential Communities (PCRC - Section 9), and Senior Residences (Section 9B).”
- D. Amend section 5.3.3 (frontage exceptions) as follows:
 - a. In sub-section 5.3.3.1, change “Residential Districts” in the first line to “R-2, R-4, R-8/4, R-8, R-10/8, and R-10 Districts”.
[Note – sub-section 5.3.3.1 currently reads:
5.3.3.1
FRONTAGE Exception LOTS – In the Residential Districts, the minimum LOT FRONTAGE may be reduced by 50 feet per LOT provided that the minimum LOT area required for each such LOT is doubled.]
 - b. In sub-section 5.3.3.2, change “other Residential Districts” at the end of the sub-section to “R-2, R-4, R-8/4, R-8, R-10/8, and R-10 Districts”.
[Note – sub-section 5.3.3.2 currently reads:
5.3.3.2
Curved STREET Exception LOTS – Excluding a cul-de-sac, any LOT whose entire FRONTAGE is on the outside sideline of a curved STREET having the radius of 300 feet or less shall be permitted to reduce its minimum FRONTAGE to 125 feet for a LOT located in the R-2 District and 150 feet for a LOT located in the other Residential Districts.]
- E. Amend the first paragraph of section 5.3.4 by changing “Residential Districts” in the first line to “R-2, R-4, R-8/4, R-8, R-10/8, and R-10 Districts.”.
[Note – The first paragraph of section 5.3.4 currently reads:
5.3.4 Hammerhead LOTS – In the Residential Districts Hammerhead LOTS may be created subject to the following requirements:]
- F. Amend section 5.5A.1 (maximum floor area of businesses and industries in village districts), by changing the entry in column EAV, line 3.5.14 – Building Trade Shop, from 5,000 [5,000 square feet] to NR [No Regulation].
- G. Amend section 5.5B.1 (design provisions for the East Acton Village (EAV) District), by deleting the last sentence of sub-section 5.5B.1.2.f)i. and replacing it with the following new sentences:
“No driveways or parking lots shall be located between a pedestrian plaza and a STREET, unless

the pedestrian plazas are located in the rear of a BUILDING when viewed from a STREET. No driveway or parking lot shall intersect or be mixed with a pedestrian plaza.”

[Note – sub-section 5.5B.1.2.f)i. currently reads:

- i. No driveway or parking lot shall be placed in the portion of a LOT that is directly in front of a BUILDING as seen from a STREET, whether or not the BUILDING is located on the same LOT as the driveway or parking lot, except that a driveway and parking lot may be placed in the front of a BUILDING that is located in the rear of another BUILDING when viewed from a STREET. No driveways or parking lots shall be located between a pedestrian plaza and a STREET, nor shall any driveway or parking lot intersect or be mixed with a pedestrian plaza.]

- H. Renumber and relocate section 6.7.9 to become section 6.10 instead, and change its title from “Bonds, Securities –” to “Parking Lot Bonds and Securities

[Note – section 6.7.9 currently reads:

- 6.7.9 Bonds, Securities – The Special Permit Granting Authority (if the parking area is related to a permitted USE for which a site plan or other special permit is required) or the Building Commissioner (for other parking areas) or their designee may require a bond or other form of security to ensure the satisfactory planting of required landscaping and to ensure the survival of such landscaping for up to two (2) years following such planting. All required landscaping and plantings must be maintained in a neat, attractive appearance as a condition of the continued PRINCIPAL USE of the LOT.]

- I. Insert under section 6.9.2 (special provisions for parking in the North Acton Village (NAV) District) the following new section 6.9.2.4:

- 6.9.2.4 Except as stated in 6.9.2.1 through 6.9.2.3, the parking lot design requirements of Section 6.7 shall apply in the NAV District.

- J. Insert under section 6.9.3 (special provisions for parking in the East Acton Village 2 (EAV-2) District), the following new sub-section c):

- c) Otherwise, the parking lot design requirements of Section 6.7 shall apply in the EAV-2 District.

- K. Amend section 6.9.4 (special provisions for parking in the West Acton Village (WAV) and South Acton Village (SAV) Districts) by inserting in the first paragraph of sub-section 6.9.4.6 after its title and before “Off-STREET parking ...” the following new sentence:

“The parking lot design requirements of Section 6.7 shall not apply in the WAV and SAV Districts.”

[Note – sub-section 6.9.4.6 currently reads:

- 6.9.4.6 Design Requirements – Off-STREET parking spaces, except parking spaces serving a single to four-FAMILY residential USE or an Assisted Living Residence with 10 or less residents, shall be either contained within a BUILDING or STRUCTURE or subject to the following requirements.]

- L. Amend section 6.9 (special provisions for parking in the Village, Kelley’s Corner, and Powder Mill Districts) as follows:

- a. In sub-section 6.9.4.4, change the reference to section 6.9.2.5 to refer to section 6.9.4.5 instead.
- b. In sub-section 6.9.4.5, change the reference to section 6.9.2.4 to refer to section 6.9.4.4 instead.
- c. In sub-section 6.9.4.6.a), change the reference to section 6.9.2.7 to refer to section 6.9.4.7 instead.
- d. In sub-section 6.9.4.6.c), change the reference to section 6.9.2.5 to refer to section 6.9.4.5 instead.
- e. In sub-section 6.9.5.3, change the reference to section 6.9.3.4 to refer to section 6.9.5.4 instead.
- f. In sub-section 6.9.5.4, change the reference to section 6.9.3.3 to refer to section 6.9.5.3 instead.
- g. In sub-section 6.9.6.3, change the reference to section 6.9.4.4 to refer to section 6.9.6.4 instead.
- h. In sub-section 6.9.6.4, change the reference to section 6.9.4.3 to refer to section 6.9.6.3 instead.

- M. Amend section 8.3 (nonconforming structures) by deleting the word “minimum” from the first line in subsection 8.3.3.

[Note – section 8.3.3 currently reads:

- 8.3.3 A BUILDING, which is nonconforming with regard to any minimum yard requirement may be extended horizontally within the dimension of its existing nonconformity by special permit from the Board of Appeals, provided that the extension otherwise conforms to all the dimensional requirements of this Bylaw, and provided further that the Board of Appeals finds that such an extension is not substantially more detrimental to the neighborhood than the existing nonconforming condition of the BUILDING.]

, or take any other action relative thereto.

MOTION: Mr. Sullivan moves that the Town adopt the zoning bylaw amendments as set forth in the Article

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 27* AMEND ZONING BYLAW – REDUCE SPLIT-ZONING OF PARCELS
(Two-thirds vote)

To see if the Town will vote to amend Map No. 1 of the Zoning Map by rezoning the following split-zoned parcels of land as indicated in the table below *[Notes in italic print are not part of the article but are intended for explanation only. Parcel identification numbers are as shown on the 2004 edition of the Acton Town Atlas. Present zoning designations and location identifications are shown for informational purposes only. The present zoning column shows the zoning designation for the parcels' majority land areas before the "&" symbols]:*

Parcel Identification	Proposed Zoning	Present Zoning	Location
D-4/4*	R-10/8 & LB	R-10/8 & LB	352 Great Rd.
D-4/17	LB	LB & R-10/8	346 Great Rd.
D-5/25	PCRC	PCRC & R-2	675 Main St.
D-6/3-2	R-10/8	R-10/8 & R-8	21 Triangle Farm Ln.
D-6/3-3	R-10/8	R-10/8 & R-8	10 Triangle Farm Ln.
D-6/3-4	R-10/8	R-10/8 & R-8	20 Triangle Farm Ln.
E-4/2-1	R-10/8	R-10/8 & R-8	163 Nagog Hill Rd.
E-6/2	R-8	R-8 & R-10/8	376 Pope Rd.
E-6/3	R-8	R-10/8 & R-8	380 Pope Rd.
E-6/4	R-8	R-8 & R-10/8	366 Pope Rd.
H-2/127	R-8/4	R-8/4 & R-2	4 Apple Valley Dr.

Parcel Identification	Present Overlay Zoning Sub-District	Location
B-5/3	B	25 Westford Ln.
B-5/14-1	A	Off Quarry Rd. (end)
B-5/19	B	100 Nagog Pk.
B-5/ 23 and 24	A	111 and 115 Quarry Rd.
B-5/ 28 and 29	A	107 and 119 Quarry Rd.
B-6/20 and		
B-6/20-1 through 20-5	A	31(rear),39,41, and 43 Carlisle Rd. & 2 Marshall Path
C-4/21 and		
C-4/21-5 through 21-92	A	All parcels in the Acorn Park subdivision (Acorn Park Drive and side streets)
C-4/27-1 and		
C-4/27-4 through 27-9	A	2-8 Palmer Ln.
C-5/10 and		
C-5/10-2 through 10-18	A	1-18 Captain Handley Rd.
C-5/26 and		
C-5/26-1 through 26-5	B	42,46,50,54,60, and 64 Quarry Rd.
C-6/ 8 and 9	A	27 Marshall Path (rear)
C-6/ 15 through 37	A	25 Carlisle Rd. and all parcels in the Marshall Crossing subdivision (Marshall and Blueberry Paths)

Rezoned from LB to R-10/8 only the small portion of D-4/4 that abuts parcel D-4/10. *[Parcel D-4/4 is currently split three-ways, two portions in LB (Limited Business) and one portion in R-10/8; this article will change one of the LB-portions to R-10/8, removing one of the splits.]*

, or take any other action relative thereto.

MOTION: Mr. Sullivan moves that the Town adopt the zoning bylaw amendments as set forth in the Article.

HELD FROM CONSENT

MOTION CARRIES UNANIMOUSLY

ARTICLE 28 AMEND ZONING BYLAW
(Two-thirds vote)

CONSOLIDATE AFFORDABLE HOUSING OVERLAY DISTRICT

To see if the Town will vote to amend Map No. 4 of the Zoning Map (Affordable Housing Overlay District Map) by removing from the Affordable Housing Overlay Sub-Districts A and B the following parcels, or any of its portions in such districts, as listed in the table below *[Notes in italic print are not part of the article but are intended for explanation only. Parcel identification numbers are as shown on the 2004 edition of the Acton Town Atlas. Present overlay zoning sub-districts and location identifications are shown for informational purposes only]:*

Location
25 Westford Ln.
Off Quarry Rd. (end)
100 Nagog Pk.
111 and 115 Quarry Rd.
107 and 119 Quarry Rd.
31(rear),39,41, and 43 Carlisle Rd. & 2 Marshall Path
All parcels in the Acorn Park subdivision (Acorn Park Drive and side streets)
2-8 Palmer Ln.
1-18 Captain Handley Rd.
42,46,50,54,60, and 64 Quarry Rd.
27 Marshall Path (rear)
25 Carlisle Rd. and all parcels in the Marshall Crossing subdivision (Marshall and Blueberry Paths)

Parcel Identification	Present Overlay Zoning Sub-District	Location
D-3/5 and		
D-3/5-7 through 5-9	A	208,214,220, and 226 Newtown Rd.
D-4/10	A	350 Great Rd.
D-4/12	A	363 Great Rd.
D-4/ 17 and 17-1	A	346 and 348 Great Rd.
D-4/19	A	361 Great Rd.
D-4/ 23 and 24	A	592 Main St. (rear)
D-4/39	A	354 Great Rd.
D-5/1	A	Meyer Hill Dr.
D-5/19 and		
D-5/19-1 through 19-5	A	687,689,693,697,701, and 705 Main St.
D-5/25	A	675 Main St.
D-5/31	A	362 Pope Rd. (rear)
E-2/237 and		
E-2/237-1 through 237-9	A	All parcels in the Kennedy Est. subdivision (Kennedy Ln.) & 110 Arlington St.
E-2/ 238 and 238-1	A	78 and 80 Charter Rd.
E-2/257-1 and 257-2	A	76 and 78 (rear) Charter Rd.
E-2/261-2 and 261-3	A	121 and 131 Hayward Rd.
E-2/ 262, 272 and 273	A	121 Hayward Rd.
E-3/63 and		
E-3/63-1 through 63-9	A	All parcels in the Washington Drive Ext. subdivision (8-10 Washington Dr. and McKinley Dr.)
E-3/87 and		
E-3/87-65 through 87-68	A	All parcels in the Glenbrook Run subdivision (Monroe Dr.)
E-3/101	A	75 Hayward Rd.
E-3/109	A	65 Charter Rd. (side)
E-4/45	A	520 Main St.
E-4/75	A	514 Main St. (rear)
E-4/ 85 and 85-1	A	521 and 523 Main St.
E-5/15-3 through 15-33	A	Parcels in the Bellows Farm subdivision (off Bellows Farm Rd., Briar Hill Rd.)
E-5/16 and		
E-5/16-1 through 16-18	A	All parcels in the Hearthstone Farm subdivision (Jay Ln.), 85,89, and 97-118 Strawberry Hill Rd., 186 Pope Rd.
E-5/35	A	49 Strawberry Hill Rd.
E-5/35-3	A	88 Esterbrook Rd.
E-5/51-54 and 51-55	A	Parcels in the Bellows Farm subdivision (off Bellows Farm Rd.)
E-6/ 2 through 4	A	366,376 and 380 Pope Rd.
E-6/7	A	362 Pope Rd.
F-1/6	B	647 Massachusetts Ave.
F-1/74-1 through 74-19 and F-1/132	A	All parcels within the Maple Creek Farm subdivision (Woodfield Rd. & Shady Ln.) and 130 Summer St.
F-1/ 109 and 109-1	A	116 and 118 Summer St.
F-2/106 and		
F-2/106-1 through 106-5	A	463-471 and 477 Massachusetts Ave.
F-2A/11-1 through 11-3	B	1-3 Gregory Ln.
F-2A/118	B	294 Arlington St.
F-3/70 and		
F-3/70-17 through 70-26	A	351 and 353 Main St. &

Parcel Identification	Present Overlay Zoning Sub-District	Location
		<i>1 and 3-12 Stacy's Way</i>
F-3/90	A	349 Main St. (rear)
F-3/ 122 and 122-1	A	15 Barker Rd. & 2 Stacy's Way
F-3/140	B	248 Main St.
F-3A/56-1 and 56-2	A	13 and 19 Wood Ln.
F-4/13-1	A	22 Esterbrook Rd.
F-4/34	A	116 Concord Rd.
F-4/ 37 and 37-5	B	145 Great Rd.
F-4/40 and		
F-4/40-1 through 40-4	A	All parcels in the Concord Place subdivision
F-4/43	A	73 Concord Rd.
F-4/69-1	B	125 Great Rd.
F-5/11-4	A	7 Proctor St.
F-5/ 51 through 59	A	138-160,170 and 180 Pope Rd. & 93 Strawberry Hill Rd.
G-1/ 94 and		
G-1/94-1 through 94-11	A	Parcels in the Colonial Acres IV subdivision (126 Summer St & 1-5, 7,9,11, 13,15 and 17-21 Squirrel Hill Rd.)
G-1/ 95 and 96	A	6 and 8 Squirrel Hill Rd.
G-1/107	A	10 Squirrel Hill Rd.
G-1/ 120 and 121	A	23 and 25 Squirrel Hill Rd.
G-1/ 123 and 133	A	12 and 14 Squirrel Hill Rd.
G-1/ 152 and 152-1	A	20 and 22 Squirrel Hill Rd.
G-1/153	A	16 Squirrel Hill Rd.
G-1/ 172 & 173	A	16 (side) and 18 Squirrel Hill Rd.
G-2/192 and		
G-2/192-1 through 192-4	A	All parcels n the McGovern Estates subdivision (21-26 Overlook Dr. & 69 Robbins St.)
G-2/193 and		
G-2/193-1 through 193-14	A	Parcels in the Meadow View subdivision (14-18, Prescott Rd. & 7-19 Overlook Dr.)
G-2/194-1, 194-2 and 194-4	A	Parcels in the Meadow View subdivision (7rear, 11 rear, and 13 rear Overlook Dr)
G-2A/11-1 through 11-3	A	Parcels in the Tupelo Place subdivision (3-6 Tupelo Way)
G-2A/18 and		
G-2A/18-1 through 18-5	A	Parcels in the Tupelo Place subdivision (7-13 Tupelo Way)
G-3/1	B	246 Main St.
G-3/12	A	332 Massachusetts Ave.
G-3/ 13 and 13-1	A	10 and 12 Barker Rd.
G-3/14	A	16 Barker Rd.
G-3/65	A	84 Piper Rd.
G-3/65-1 through 65-17	A	Parcels in the Piper Ridge subdivision (4-14 Farmstead Way & 1-6 Anders Way)
G-3/66	A	92 Piper Rd.
G-3/69	A	80 Piper Rd.
G-3/69-1 and 69-2	A	2 and 4(side) Farmstead Way
G-3/ 73 through 75	A	2A and 2B Farmstead Way & 74 Piper Rd.
H-2/7,		
H-2/7-4 through 7-6, 7-8 through 7-15, and 7-17		AParcels in the Meadow View subdivision (1-12 Prescott Rd. & 1-5 Overlook Dr.)

Parcel Identification	Present Overlay Zoning Sub-District	Location
H-3/ 73 and H-3/73-1 and 73-2	A	<i>Parcels in the Maddy Lane subdivision (220 School St. & 4 and 6 Maddy Ln.)</i>
H-3B/72	B	<i>61 Main St.</i>
H-3B/81	B	<i>59 Main St.</i>
H-3B/83	B	<i>2 Farley Ln.</i>
H-3B/88 and H-3B/88-4 through 88-9	B	<i>83 High St, 9-13 Conant St., & 3 and 4 Farley Ln.</i>
H-4/68 and H-4/68-1 through 68-5	A	<i>Parcels in the Maddy Lane subdivision (222 School St.& 1,3,5,7, and 8 Maddy Ln.)</i>
H-4/73 and H-4/73-1 through 73-9	A	<i>All parcels in the Lupine Path subdivision (Guswood Rd. & 244 and 246 School St.), & 230 and 234 School St.</i>
H-4/116-3, H-4/ 127 and 128, and H-4/128-1 through 128-55	A	<i>All parcels in the Laws Brook Village subdivision (Lexington Dr.)</i>
I-2/ 8 through 10	B	<i>45, and 47(rear) Main St.</i>
I-2/ 62, 62-1, and 62-2	A	<i>44,46, and 48 Conant St.</i>
I-3/32 and I-3/32-1 through 32-3	A	<i>All parcels in the Parmley Dr. subdivision</i>
I-3/101 and I-3/101-1 through 101-10	A	<i>176,180,186,190,194,198,202,204, and 206 High St. & 177 and 181 Parker St.</i>
I-3/ 124 and 124-1	A	<i>183 and 185 Parker St.</i>
J-3/60 and J-3/60-1 through 60-16	B	<i>All parcels in the Westside Village subdivision (Westside Dr.)</i>

, or take any other action relative thereto.

MOTION: Mr. Sullivan moves that the Town adopt the zoning bylaw amendments as set forth in the Article.

HELD FROM CONSENT

MOTION CARRIES

ARTICLE 29* AMEND ZONING BYLAW – REDUCE SPLIT-ZONING OF PARCELS IN

(Two-thirds vote)

THE AFFORDABLE HOUSING OVERLAY DISTRICT

To see if the Town will vote to amend Map No. 4 of the Zoning Map (Affordable Housing Overlay District Map) by reassigning the Affordable Housing Overlay Sub-District designation of the following parcels of land as indicated in the table below [Notes in italic print are not part of the article but are intended for explanation only. Parcel identification numbers are as shown on the 2004 edition of the Acton Town Atlas. Present overlay zoning sub-districts and location identifications are shown for informational purposes only. "Partial" means that the majority of the parcel's land area is in the denoted zoning district.]:

Parcel Identification	Proposed Overlay Zoning Sub-District	Present Overlay Zoning Sub-District	Location
C-5/90-5	B	<i>B (partial)</i>	76 Harris St.
D-6/3-2	A	<i>A (partial)</i>	21 Triangle Farm Ln.
D-6/3-3	A	<i>A (partial)</i>	10 Triangle Farm Ln.
D-6/3-4	A	<i>A (partial)</i>	20 Triangle Farm Ln.
E-4/2-1	A	<i>A (partial)</i>	163 Nagog Hill Rd.
F-2/138	B	<i>B (partial)</i>	10 Hennessey Dr.
F-2A/11-4	A	<i>B</i>	4 Gregory Ln.
H-2/66	A	<i>A (partial)</i>	116 Stow St.
H-2/127	A	<i>A (partial)</i>	4 Apple Valley Dr.
J-3/15-1	A	<i>A (partial)</i>	12 Dunham Ln.
J-3/15-4	A	<i>A (partial)</i>	13 Dunham Ln.
J-3/15-6	A	<i>A (partial)</i>	11 Dunham Ln.
J-3/15-7	A	<i>A (partial)</i>	9 Dunham Ln.
J-3/15-8	A	<i>A (partial)</i>	7 Dunham Ln.
J-3/15-10	A	<i>A (partial)</i>	5 Dunham Ln.

, or take any other action relative thereto.

MOTION: Mr. Sullivan moves that the Town adopt the zoning bylaw amendments as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 30 STREET ACCEPTANCE

(Two-thirds vote)

RELOCATION AND LAYOUT OF A PORTION OF ELM STREET

To see if the Town will authorize the Board of Selectmen to acquire or take, on such terms and conditions as the Selectmen may determine, by purchase, gift, eminent domain or otherwise and to accept a deed of a fee simple or easement interest in Parcel 8B consisting of approximately 251 square feet, more or less, of land in the Town of Acton shown on a plan of land entitled "Plan of the Relocation of a Portion of Elm Street in Acton, Massachusetts, as Laid Out by Order of the Board of Selectmen, 2005," prepared by David F. Abbt, R.L.S. 28511, on file with the Acton Town Clerk (the "Plan"), said parcel to become a portion of the town way known as Elm Street at the intersection of Central Street, as laid out and relocated by the Board of Selectmen according to said Plan and as described in more detail in the Order of Layout and Relocation therefore, and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Mr. Johnson moves that the Town authorize the Board of Selectmen to take by eminent domain Parcel 8B shown on the Plan of the Relocation of a Portion of Elm Street as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 31 SIDEWALK EASEMENT – ESKER WAY

(Majority vote)

To see if the Town will vote to accept as a gift from Bentley Building Corp., a permanent sidewalk easement at 28B Minot Avenue and being shown as "Proposed 7' Wide Sidewalk Easement, 675 S.F." on a plan entitled "Sidewalk Easement Plan, Esker Way, Acton, MA, Prepared for Bentley Building Corp. by Landtech Consultants, Inc.", dated January 11, 2005, and as described more fully in a Grant of Easement to the Town of Acton, both to be recorded at the Middlesex South District Registry of Deeds, Cambridge MA, or take any other action relative thereto.

MOTION: Mr. Johnson moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 32* SIDEWALK EASEMENT – HIGH STREET

(Majority vote)

To see if the Town will vote to accept as a gift from Joseph G. and Paul Garver, a permanent sidewalk easement at 266 High Street and being shown as "Proposed Sidewalk Easement, 1516 S.F." on a plan entitled "Sidewalk Easement Plan, High Street, Acton, MA, Prepared for Bentley Building Corp. by Landtech Consultants, Inc.", dated January 11, 2005, and as described more fully in a Grant of Easement to the Town of Acton, recorded at the Middlesex South District Registry of Deeds, Cambridge MA, in Book 33557 Page 477, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 33* DRAINAGE EASEMENT – FRANKLIN PLACE

(Majority vote)

To see if the Town will vote to accept as a gift from the Franklin Place Partners, LLC., a proposed drainage easement, partially twenty (20) feet wide and partially of variable width, located at 520 Main Street, and shown on a plan entitled "Easement Plan of Land, in Acton, Massachusetts, For Franklin Place Partners, LLC" dated April 22, 2004, to be recorded at the Middlesex South District Registry of Deeds; as a condition of the acceptance of this easement by the Town of Acton, the Town's maintenance responsibilities will follow standard procedures for town ways and shall be limited to the drainage improvements located within the Main Street layout and any drainage improvements within the said easement associated with storm drainage from Main Street; any storm drainage improvements or utilities located within said easement associated with storm drainage from Franklin Place, or the provision of utilities to Franklin Place, shall not be the responsibility of the Town of Acton; or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 34* LAND ACCEPTANCE – DUNHAM PARK SUBDIVISION

(Two-thirds vote)

To see if the Town will authorize the Board of Selectmen to acquire on such terms and conditions as the Selectmen may determine, by purchase, gift, eminent domain or otherwise and to accept the deed of a fee simple interest in a certain parcel of vacant land on Dunham Lane shown as Open Space Parcel A, Common Land 4.66 acres, on a plan recorded at the Middlesex South District Registry of Deeds as Plan No.827 of 2001, and shown on Map J-3 of the Town Atlas as Parcel 15-1, for purposes of passive recreation and watershed protection, and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

ARTICLE 35* STREET ACCEPTANCE – DUNHAM LANE

(Two-thirds vote)

To see if the Town will accept as a public way the following street, or any portion thereof, as laid out by the Board of Selectmen according to plans on file with the Town Clerk, and authorize the Board of Selectmen to take the fee or easement in said street by eminent domain or otherwise, including easements for drainage, utility, sidewalk or other purposes as shown on said plans or described in the Order of Layout;

In the DUNHAM PARK SUBDIVISION

DUNHAM LANE- from the easterly sideline of High Street a distance of 543 feet, more or less, in a generally easterly direction to the end of a T-shaped turnaround, including the turnaround, this being the entire road.

, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town accept the easement as set forth in the Article.

CONSENT MOTION CARRIES UNANIMOUSLY

MOTION: Mr. Hunter moves to dissolve the Annual Town Meeting at 9:34 PM.

MOTION CARRIES UNANIMOUSLY

ABSTRACT OF THE SPECIAL TOWN MEETING HELD MONDAY, JUNE 13, 2005, 7:00 P.M. ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL AUDITORIUM

Number of Registered voters attending Special Town Meeting
June 13, 2005 - 647

The Moderator, Mr. McKenzie, called the Special Town Meeting to order on Monday June 13, 2005, at 7:05 PM.

Mr. Mackenzie introduced Mr. Peter Ashton, chairman of the Board of Selectmen. Mr. Ashton introduced Eva K. Bowen - Town Clerk, Stephen Anderson - Town Counsel, Don Johnson - Town Manager, and members of the Board of Selectmen, Lauren Rosenzweig, Robert Johnson, Walter Foster, and F. Dore Hunter,

The Moderator introduced David Stone, the Chairman of the Finance Committee. Mr. Stone then introduced members, Herman Kabakoff, Patricia Clifford, Rheta Roeber, Patricia Easterly, Jonathan Chinitz, Robert Evans, and Gim Hom.

ARTICLE 1 NESWC ENTERPRISE BUDGET
(Majority vote)

To see if the Town will raise and appropriate, or appropriate from available funds a sum of money in addition to the sum appropriated at the April 2005 Annual Town Meeting for the purpose of solid waste disposal in accordance with Massachusetts General Law, Chapter 44, Section 53F½, Enterprise Fund Law, or take any other action relative thereto.

MOTION: Mr. Ashton moves that the Town appropriate \$40,000 for the purpose of supplementing the NESWC appropriation made under Article 16 of the April 4, 2005 Annual Town Meeting, and to raise such amount, that \$40,000 be transferred from the NESWC Enterprise Fund.

MOTION CARRIES

ARTICLE 2 NON-BINDING RESOLUTION – TRASH FEE PRICING MODEL
(Majority vote)

NON-BINDING RESOLUTION

Whereas the Town owns and operates a Solid Waste Transfer Station on land located off Route 2.

Whereas the Town's long-term NESWC Service Agreement is expiring on September 25, 2005.

Whereas, in connection with that expiration, the Board of Selectmen is evaluating the operations and pricing methodologies at the Transfer Station.

Whereas the transfer station is an important amenity for many Town residents

Whereas many in State Government and the environmental field assert that there are both financial and environmental benefits associated with a pricing model based upon the volume of trash discarded by each user ("pay-as-you-throw").

NOW THEREFORE, BE IT RESOLVED, that Town Meeting requests that the Board of Selectmen and the Town Manager implement a pricing model at the Transfer Station that is a combination flat fee (for an access sticker) plus a charge per bag of trash discarded (pay-as-you-throw charge) for the trial period of October 1, 2005 through September 30, 2006, and provide an interim report as to the benefits and drawbacks of such a pricing model to the April 2006 Annual Town Meeting.

MOTION: Mr. Ashton moves that the Town adopt the non-binding resolution as set forth in the Article.

MOTION LOST

ARTICLE 3 ENVIRONMENTAL STANDARDS FOR FILL MATERIAL BYLAW
(Majority vote)

To see if the Town will vote to amend the general Bylaws of the Town by adding the following new chapter U after chapter T:

Chapter U: Environmental Standards for Fill Material Bylaw

1. Authority

This Bylaw is adopted by the Town under its Home Rule Authority, its Police Powers to protect the public safety and welfare and its authorization under Massachusetts's General laws, c. 40, section 21 and c. 111, section 31.

2. Purpose

The purpose of this Bylaw is to protect, preserve, and maintain the Town's existing and potential groundwater supply, groundwater recharge areas, surface waters, air quality and natural environment and to assure public health and safety through the proper management of materials regulated herein.

3. Definitions

For purposes of this bylaw, the following terms shall have the following meanings:

- 3.1 "Asbestos" means all asbestiform varieties of the mineral family called silicates including: serpentinite (chrysotile), riebeckite (crocidolite), cummingtonite-grunerite (amosite), tremolite-actinolite, and anthophyllite as defined in the DEP Air Quality Regulations at 310 CMR 7.00.
- 3.2 "Asbestos-Containing Material" means friable asbestos and any material containing 1% or more asbestos by weight. This term includes but is not limited to sprayed-on and troweled-on materials applied to ceilings, walls, and ceilings, walls, and other surfaces, insulation on pipes, boilers, tanks, ducts, and other equipment, structural members, tiles, shingles or asbestos-containing paper, as defined in the DEP Air Quality Regulations at 310 CMR 7.00.
- 3.3 "Asbestos-Containing Waste Material" means any friable asbestos-containing material removed during a demolition/renovation project and anything contaminated in the course of a demolition/renovation project including asbestos waste from control devices, bags or containers that previously contained asbestos, contaminated clothing, materials used to

- enclose the work area during the demolition/renovation operation, and demolition/renovation debris, as defined in the DEP Air Quality Regulations at 310 CMR 7.00.
- 3.4 "Asbestos in Soil" means unconsolidated fibers of asbestos contained in the soil matrix that did not originate from asbestos manufacturing, fabricating, milling, or spraying. Asbestos in soil does not include "Asbestos-Containing Material" or "Asbestos-Containing Waste Material" as those terms are defined in the DEP Air Quality Regulations at 310 CMR 7.00.
- 3.5 "Asbestos Waste" shall mean any material containing one percent or more asbestos by weight and anything contaminated with asbestos such as asbestos from pollution control devices, bags or containers that previously contained asbestos, contaminated clothing, demolition/renovation debris. As defined herein "asbestos waste" shall include, but is not limited to, "asbestos waste," "asbestos-containing material" and asbestos-containing waste materials" as defined in 310 CMR 7.00 and 310 CMR 19.00, as amended.
- 3.6 "Board" shall mean the Town of Acton Board of Health.
- 3.7 "Bylaw" shall mean this Environmental Standards for Fill Material Bylaw.
- 3.8 "Construction and Demolition Debris" shall mean the waste building materials and rubble resulting from the construction, remodeling, repair or demolition of buildings, pavements, roads or other structures. "Construction and demolition waste" shall include, but is not limited to, concrete, bricks, lumber, masonry, road paving materials, rebar and plaster and all other "construction and demolition waste" as defined in Massachusetts Solid Waste Regulations 310 CMR 19.00, as amended.
- 3.9 "Contaminated soil" shall mean soil that contains oil and/or hazardous materials as a result of a release to the environment. This includes anthropogenic contaminants, regardless of whether the contaminant levels exceed the applicable Reportable Concentration (RC) under section 310 CMR 40.1600 of the Massachusetts Contingency Plan (MCP). As defined herein, "contaminated soil" shall include, but is not limited to, "contaminated soil" as defined in DEP's Policy COMM-97-001.
- 3.10 "DEP" shall mean the Department of Environmental Protection and/or its successors.
- 3.11 "Landfill" shall mean the former Town of Acton municipal landfill located on Town Map G-4 Parcels 140, 75, 76, and 167-1, but excluding the paved area and buildings of the

Town of Acton Highway Department, DPW Garage, Transfer Station, recycling area, salt and sand sheds, associated access areas, tanks, pumps and related facilities (collectively the "DPW Garage and Transfer Station" located principally on the northern portion of parcel 76.

- 3.12 "Person" as used in this Bylaw shall include any individual, group of individuals, association, partnership, corporation, or business organization, trust or estate, the Commonwealth, or any political subdivision thereof, administrative agency, public or quasi-public corporation or body, or any other legal entity or its legal representatives, agents or assigns.

4. General Rules

- 4.1 No person shall use asbestos, asbestos in soil, asbestos waste, construction and demolition debris, or contaminated soil as solid fill, daily cover, intermediate cover, and/or pre-capping contour material on the former town of Acton municipal landfill.
- 4.2 Nothing in this Bylaw shall prohibit the Town of Acton from conducting any of the following activities at the DPW Garage and Transfer Station: (a) storing and mixing salt and sand; (b) storing new or used granite curbing (including curbing that may have been recovered from road demolition or reconstruction projects); (c) temporary storage of road demolition materials and debris for off-site disposal of contaminated soil or other materials excavated during road construction projects; (f) acceptance of limited quantities and types of construction and demolition debris at the Transfer Station for off-site disposal; and (g) other ordinary and necessary activities incidental to the operation of the DPW Garage and Transfer Station.

5 Penalties for Violation

Violation of this Bylaw, as determined by the Town of Acton Board of Health, shall be punishable by a fine of three hundred dollars per offense. Each day a violation continues shall be considered a separate offense. Any sums of money collected as fines shall be paid forthwith into the general revenues of the Town.

6 Severability

In case any section, paragraph or part of this chapter is for any reason declared invalid or unconstitutional by any court of last resort, every other section, paragraph or part shall continue in full force and effect.

7 Effective Date

This chapter shall take effect in accordance with M.G.L. c.40, section 32. This Bylaw shall not apply to any materials used or stockpiled for later use on the former town of Acton municipal landfill.

Or take any other action relative thereto.

MOTION: Ms. Kennedy moves that the Town take no action.

MOTION CARRIES

ARTICLE 4 NON-BINDING RESOLUTION - DEVELOPMENT OF MUNICIPAL LAND

(Majority vote)

NON-BINDING RESOLUTION

Whereas Article 3.5.1 of the Zoning BYLAW states in pertinent part:

“Retail Store-An establishment with not more than 60,000 square feet in NET FLOOR AREA selling merchandise within a BUILDING to the general public. Said merchandise is not intended for resale. A Retail Store may have one or more vendors within it and may occupy one whole BUILDING, its retail space shall be separated from other Retail Stores by complete walls or partitions, and customers must pay for purchases and exit the Retail Store before entering another Retail Store. A garden center, florist, or commercial greenhouse may have open-air display of horticulture products.”

NOW THEREFORE, BE IT RESOLVED, to instruct all Town Boards, Committees and Departments, to neither issue any request for proposals nor accept any proposal for development of municipal property that does not conform to the Town’s Master Plan and Section 3.5.1 of the Zoning BYLAW, nor to enter into any purchase and sales agreement for municipal property that does not conform to the Town’s Master Plan and Section 3.5.1 of the Zoning BYLAW.

MOTION: Ms. Kennedy moves that the Town adopt the non-binding resolution as set forth in the Article.

MOTION TO AMEND: Mr. Black moves to insert the words “Commercial Development provisions of” before “the Town’s Master Plan” in both places it appears.

AMENDMENT LOST

MOTION TO AMEND: Mrs. Chang moves to insert the words “Big Box” before “Development” and insert the word “such” before “purchase”.

AMENDMENT LOST

MOTION: to vote on original motion.

MOTION LOST

ARTICLE 5 SEWER EASEMENT – 82 POWDER MILL ROAD

(Two-thirds vote)

To see if the Town will vote to authorize the Board of Selectmen to acquire or take, on such terms and conditions as the Selectmen may determine, by purchase, gift, eminent domain or otherwise, and to accept an easement in, over, under, on, across and through a portion of the real property located at and known as 82 Powder Mill Road, Acton, MA, which is shown as Assessors’ Map ID No. J3/34/8 (the so-called “Powder Mill Plaza Property”), for the purpose of locating, erecting, constructing, reconstructing, installing, operating, maintaining, accessing, patrolling, inspecting, repairing, replacing, altering, extending and/or removing a sewer pumping station and associated sewer lines, pumps, tanks, wells, utilities, manholes, equipment, conduits, appurtenances and attachments incidental thereto to serve the needs of the Town and the present and/or future needs of users of the Middle Fort Pond Brook Sewer District, upon such terms and conditions as the Board of Selectmen deem appropriate, and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for this purpose, or take any action relative thereto.

MOTION: Mr. Hunter moves to authorize the Selectmen to purchase, take by eminent domain, accept the gift of, or otherwise acquire, for sewer purposes, permanent and temporary easements in over, under, on, across and through the parcel of land at 82 Powder Mill Road identified and described in this article, and, pursuant to Section 5 of the Town’s Sewer Assessment Bylaw, to authorize the Selectmen, in their capacity as the Sewer Commissioners of the Town of Acton, to account for these easements as they may deem appropriate in calculating any sewer privilege fee chargeable to the owner of said land.

MOTION CARRIES

ARTICLE 6 ACQUISITION OF STATE-OWNED LAND

(Two-thirds vote)

To see if the Town will authorize the Board of Selectmen to acquire or take, on such terms and conditions as the Selectmen may determine, by purchase, gift, eminent domain or otherwise and to accept deeds of the fee simple interest in two certain parcels of land together comprising approximately 7.646 +/- acres located off Charter Road adjacent to Route 2, identified as Acton Assessor’s Map E3, Parcel 85, and Map E3, Parcel 93, and described in two separate deeds recorded in the Middlesex South District Registry of Deeds in Book 7650, Page 311 and in Book 7866, Page 367, and further to see if the Town will raise, appropriate, transfer from available funds, or accept gifts for this purpose, or take any other action relative thereto.

MOTION: Mr. Foster moves that the Town take no action.

MOTION CARRIES

MOTION: Mr. Ashton moves to dissolve the Special Town Meeting at 10:20 PM.

MOTION CARRIES UNANIMOUSLY

TOWN ELECTIONS AND STATISTICS

ANNUAL TOWN ELECTION

VOTE COUNT		PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%
MACHINE	9:00 AM	145	191	206	166	155	169	1032	8%
	12:00 PM	342	436	550	462	411	431	2632	21%
	3:00 PM	456	650	758	633	582	618	3697	30%
	6:00 PM	662	910	1151	951	843	857	5374	43%
MACHINE TOTAL - FINAL		879	1152	1433	1190	1085	1087	6826	55%
HAND COUNT		1	1	1	0	0	2	5	
TOTAL VOTED		880	1153	1434	1190	1085	1089	6831	55%
TOTAL # REGISTERED VOTERS---		1986	2117	2340	2040	2033	1991	12507	

MODERATOR

BLANKS	197	201	271	216	199	204	1288	19%
DONALD MACKENZIE	678	947	1155	971	875	883	5509	81%
SCATTERED	5	5	8	3	11	2	34	0%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%

SELECTMAN

BLANKS	509	490	638	557	498	467	3159	23%
F. DORE' HUNTER	448	596	809	647	565	635	3700	27%
ALEXANDER J. HOROVITZ	246	418	430	368	346	296	2104	15%
LAUREN S. ROSENZWEIG	547	780	950	787	743	763	4570	33%
HERMAN KABAKOFF	0	0	32	15	11	14	72	1%
SCATTERED	10	22	9	6	7	3	57	0%
TOTAL	1760	2306	2868	2380	2170	2178	13662	100%

SCHOOL COMMITTEE

BLANKS	710	752	919	834	727	765	4707	34%
ALLEN NITSCHHELM	267	404	568	403	394	342	2378	17%
JOHN E. RYDER, JR.	341	539	625	510	451	462	2928	21%
SHARON A. SMITH-MCMANUS	439	603	754	626	592	604	3618	26%
SCATTERED	3	8	2	7	6	5	31	0%
TOTAL	1760	2306	2868	2380	2170	2178	13662	100%

TRUSTEE, MEMORIAL LIBRARY

BLANKS	249	278	369	303	290	274	1763	26%
ROBERT J. SURDEL	630	874	1064	883	787	814	5052	74%
SCATTERED	1	1	1	4	8	1	16	0%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%

VOTE COUNT

ACTON HOUSING AUTHORITY

	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%
BLANKS	268	297	389	321	303	318	1896	28%
DENNIS P. SULLIVAN	609	853	1043	867	776	769	4917	72%
SCATTERED	3	3	2	2	6	2	18	0%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%

ACTON HOUSING AUTHORITY

BLANKS	277	310	417	348	308	326	1986	29%
KENNETH SGHIA-HUGHES	599	842	1015	839	772	763	4830	71%
SCATTERED	4	1	2	3	5	0	15	0%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%

WATER SUPPLY DISTRICT	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%
CLERK								
BLANKS	249	262	336	290	266	274	1677	25%
CHARLES E. ORCUTT, III	626	889	1095	900	811	815	5136	75%
SCATTERED	5	2	3	0	8	0	18	0%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%

COMMISSIONER

BLANKS	255	287	386	315	296	299	1838	27%
STEPHEN C STUNTZ	618	864	1043	873	782	790	4970	73%
SCATTERED	7	2	5	2	7	0	23	0%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%
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QUESTION 1

Shall the Acton Town Charter be amended as follows:

(1) Amend Section 4-2 by adding the following line directly below "Board of Health:"

Board or Commission Board of Health (Associate Members)

No. of Members

Length of Term (years)

2

3

(2) Amend Section 4-2 by adding the following text paragraph under the existing table of Selectmen appointees:

The chairperson of any town board or commission with associate or alternate members may designate any such associate or alternate member to sit on the board of the agency for any particular matter(s) in the case of an absence, inability to act, or conflict of interest on the part of any regular board member thereof, or in the event of a vacancy on the board, until said vacancy is filled; as unanimously voted under Article 51 of the warrant for the 2004 Annual Town Meeting?

BLANKS	141	122	195	153	136	122	869	13%
YES	590	867	1001	834	763	772	4827	71%
NO	149	164	238	203	186	195	1135	17%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%
VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%

QUESTION 2

Shall the Town of Acton be allowed to assess an additional \$3,800,000 in real estate and personal property taxes for the purposes of funding the operating expenses of the Acton Public Schools, funding the Town's regional school district assessment for the Acton-Boxborough Regional School system, funding the operating expenses of the Police Department, Fire Department, West Acton Citizens Library, Memorial Library, Highway Department, Finance Department, Municipal Properties Department, Natural Resources Department, Building Department, Health Department, Engineering Department, Cemetery Department, and Planning Department of the Town and the Acton-Boxborough Cultural Council and otherwise funding the Town's operation budget for the fiscal year beginning July first, two thousand and five?

BLANKS	16	6	7	8	15	3	55	1%
YES	441	691	831	670	572	600	3805	56%
NO	423	456	596	512	498	486	2971	43%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%
VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%

QUESTION 3

Shall the Town of Acton be allowed to assess an additional \$4,500,000 in real estate and personal property taxes for the purposes of funding the operating expenses of the Acton Public Schools, funding the Town's regional school district assessment for the Acton-Boxborough Regional School system, funding the operating expenses of the Police Department, Fire Department, West Acton Citizens Library, Memorial Library, Highway Department, Finance Department, Municipal Properties Department, Natural Resources Department, Building Department, Health Department, Engineering Department, Cemetery Department, and Planning Department of the Town and the Acton-Boxborough Cultural Council and otherwise funding the Town's operation budget for the fiscal year beginning July first, two thousand and five?

BLANKS	17	12	9	15	15	10	78	1%
YES	349	569	712	566	471	501	3168	46%
NO	514	572	713	609	599	578	3585	52%
TOTAL	880	1153	1434	1190	1085	1089	6831	100%

TOWN OF ACTON
SPECIAL TOWN ELECTION
DECEMBER 6, 2005

VOTE COUNT	PCT 1	PCT 2	PCT 3	PCT4	PCT5	PCT6	TOTAL	%
MACHINE 9:00 AM	32	51	82	66	75	67	373	3%
12:00 PM	93	136	243	160	134	157	923	7%
3:00 PM	138	219	344	228	221	235	1385	11%
6:00 PM	199	319	497	341	311	350	2017	16%
MACHINE TOTAL - FINAL	267	416	624	425	386	421	2539	20%
HAND COUNT	0	0	0	0	0	0	0	
TOTAL VOTED	267	416	624	425	386	421	2539	20%
TOTAL # REGISTERED VOTERS- SELECTMAN	1972	2128	2354	2043	2029	2000	12530	
BLANKS	5	2	8	2	0	8	25	1%
HERMAN L. KABAKOFF	121	201	279	215	205	194	1215	48%
ANDREW D. MAGEE	140	212	334	206	181	219	1292	51%
SCATTERED	1	1	3	2	0	0	7	0%
TOTAL	267	416	624	425	386	421	2539	100%

OTHER INFORMATION

REGISTERED VOTER STATISTICS

Democrats	3,393
Republicans	1,684
Unenrolled	7,415
Others	65
Total Registered	12,557

Unregistered	7,766
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POPULATION	20,323
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DOG STATISTICS

Dog Licenses	1,650
Kennel Licenses	15

VITAL STATISTICS

BIRTHS RECORDED	182
DEATH RECORDED	132
MARRIAGES RECORDED	52

DEATH

NAME	DATE	AGE
ALLSOPP, MARGARET	05/11/05	86
ANDREWS, SUSAN	12/14/05	55
BELL, GEORGE W.	07/23/05	81
BELL, LENA Y.	06/03/05	79
BENEDEK, OLGA	04/03/05	79
BENOIT, NATALIE A.	03/20/05	83
BERGGREN, VERONICA	11/03/05	93
BICKFORD, DANIEL	01/07/05	76
BILLMAN, GENIEVA A.	01/03/05	84
BODNER, DAVID S.	05/29/05	87
BOTTOS, NICHOLAS A.	07/21/05	59
BRODEUR, EDWARD J.	07/28/05	50
BUNKER, HORACE T.	11/21/05	79
BURKE, JAMES P.	02/14/05	78
BURTT, EBBA C.	02/27/05	95
BYWATER, MARIE J.	02/06/05	85
CALKINS, PHYLLIS M.	07/04/05	79
CARSON, PRISCILLA G.	04/27/05	67
CHICOINE, DOROTHY J.	10/11/05	89
CLARKE, ELINOR	07/12/05	90
COFRAN, DOROTHY J.	08/29/05	92
COIGNET, GABRIELLE	02/17/05	96
COLLURA, DOROTHY H.	12/09/05	67
COMASKEY, MARY C.	06/22/05	88
COOLIDGE, MILDRED R.	01/28/05	86
CORMIER, CONSTANCE	01/09/05	91
COSGROVE, BETTE A.	06/03/05	69

NAME	DATE	AGE
CROWLEY, MURIEL E.	11/24/05	83
CUSHING, SUSAN K.	08/14/05	56
CYR, LEO P.	12/06/05	74
DAY, ALAN R.	06/21/05	78
DE PHILLIPS, LOUIS F.	08/21/05	56
DESVEAUX, JOHN J.	01/11/05	83
DONELAN, JOHN E.	10/06/05	87
DONLIN, RAYMOND C. JR.	11/29/05	72
DUNNE, ELIZABETH M.	04/12/05	66
DYER, MARJORIE A.	05/01/05	77
EGGE, NELLIE E.	11/08/05	86
ELK, ARLENE E.	07/25/05	84
ESKESEN, CATHERINE C.	04/12/05	93
FAIRBANKS, JAMES M.	04/11/05	84
FORREST, JOHN W.	01/01/05	81
FORTIER, MARK E.	03/18/05	51
GAVLIK, PAUL J.	11/30/05	53
GRABHORN, CLIFFORD A.	06/16/05	50
GRAY, VIRGINIA E.	09/03/05	87
GREY, CATHERINE F.	04/15/05	81
GROSSER, GEORGE H.	02/06/05	86
HANNAFORD, LILLIAN G.	06/09/05	87
HERMES, JEFFREY E.	04/30/05	51
HODGES, DONALD B.	07/16/05	68
HOEY, LILLIAN C.	06/10/05	80
HORAN, JAMES M.	07/12/05	81
HORNE, CLYDE J.	06/08/05	84
HRENOFF, LUCIA S.	02/25/05	92
HUNT, PHILIP W.	06/16/05	84
HUTCHINGS, RUTH E.	09/08/05	83
JACOBY, EDITH S.	09/16/05	55
JENSEN, ALBERT	06/05/05	83
KELLEY, LILLIAN M.	07/07/05	85
KIRK, ALICE E.	02/05/05	78
KLUGERMAN, MIKHAIL	02/16/05	62
KODZIS, STANLEY J.	11/25/05	88
LEE, JAMES J.	03/27/05	79
LEONE, DAVID C.	03/29/05	51
LIEBESNY, GENEVA S.	12/27/05	89
LUNNY, MARIE M.	12/11/05	78
LUO, RENZHEN	12/22/05	69
LUTHER, ANNA C.	09/19/05	94
MACNEIL, DORIS	01/13/05	87
MADDEN, WINIFRED E.	04/20/05	83
MAHONEY, JAMES P.	12/11/05	56
MANFRONI, ANITA	03/31/05	85
MANSHEL, ERNEST	05/30/05	84
MARCACCI, ALICE P.	08/19/05	76
MARK, PAUL W.	03/17/05	75
MASSARELLI, MARGIE	10/26/05	89
MAZZEO, LAURI E.	08/17/05	43
MCCARVILLE, JOAN M.	07/07/05	85
MCCOMBE, STEPHEN G.	09/18/05	59
MCGUIRK, PATRICIA A.	06/29/05	51

NAME	DATE	AGE
MCMAHON, STEPHEN F. JR.	10/02/05	57
MCNAMARA, IRENE F.	07/29/05	77
MEIER, ROWENA D.	06/20/05	58
MELDONIAN, NOUBAR	07/13/05	93
MORRILL, IRENE P.	04/16/05	95
NAGLE, JOSEPH N.	06/02/05	53
NICHOLLS, EILEEN	02/01/05	82
OBIN, EDWARD D.	07/30/05	63
O'BRIEN, MAVIS R.	12/27/05	87
O'HALLORAN, LEO D. JR.	09/08/05	70
PACY, NELLIE M.	04/11/05	95
PARMLEY, CHARLOTTE M.	01/05/05	66
PEEKE, JOAN M.	05/14/05	59
PENNERY, WILLIAM G.	06/22/05	91
PENNINGTON, WILLIAM J.	11/27/05	53
PERHAM, DORIS M.	11/24/05	84
PERKINS, CLEMENTINA C.	08/06/05	91
PETERSON, JANIS	07/15/05	52
PHANEUF, JOSEPHINE	12/30/05	69
POLLARD, HELEN	02/03/05	97
PRINDLE, HORACE A.	08/20/05	74
REED, SALLIE S.	02/22/05	62
RHODES, MICHAEL C.	04/01/05	39
ROY, LUCIA I.	06/22/05	95
SAGANICH, JOHN P.	12/03/05	77
SAVARESE, DEBRA A.	06/27/05	48
SCHAEFFER, CLAIRE J.	01/14/05	77
SCHMIDT, ELWOOD R.	03/27/05	75
SECOVICH, GEORGE	04/19/05	83
SHAMEL, RAYMOND A.	10/29/05	92
SHAPIRO, FLORENCE	01/03/05	87
SHEA, AMY V.	10/27/05	47
SHULTZ, LISA M.	04/10/05	55
SILVA, BERYL	09/13/05	93
SLETTEN, CARLYLE J.	02/14/05	83
SMITH, WINSLOW H.	12/04/05	81
STOUT, SHIRLEE R.	08/12/05	95
SULLIVAN, JOHN F. SR.	04/06/05	85
TAUB, JACK	07/09/05	74
THEODOROS, TASSO	05/14/05	101
TOLAND, ROBERT S.	02/19/05	72
TREYZ, BERTHA C.	03/13/05	89
TURNER JR., KENNETH B.	01/10/05	77
URQUIOLA, VICTOR E.	05/26/05	65
WANG, KAIRONG	03/17/05	72
WELCH, PHYLLIS A.	08/10/05	78
WILLIAMS, ALICE W.	05/16/05	58
WINDSOR, HELEN	05/27/05	88
ZILEMBO, DOROTHY A.	08/16/05	62
ZISCH, ANNA W.	08/03/05	94

ACTON INFORMATION

NATIONAL, STATE, AND COUNTY OFFICIALS

NATIONAL	
President	George W. Bush
Vice-President	Richard Cheney
Senators in Congress	Edward M. Kennedy
5th Congressional District	John F. Kerry
Representative in Congress 5th Congressional District	Martin T. Meehan

STATE	
Governor	Mitt Romney
Lieutenant Governor	Kerry Healey
Secretary of the Commonwealth	William F. Galvin
Attorney General	Thomas F. Reilly
Treasurer and Receiver General	Timothy P. Cahill
Auditor of the Commonwealth	A. Joseph DeNucci
Senator Middlesex / Worcester District	Pamela P. Resor
Representative in General Court 14th Middlesex Representative District	Cory Atkins
Representative in General Court 37 th Middlesex Representative District	James B. Eldridge

MIDDLESEX COUNTY

Clerk of Superior Court	Edward J. Sullivan
Register of Deeds Middlesex South	Eugene C. Brune
Register of Probate	John R. Buonomo
District Attorney	Martha Coakley
County Sheriff	James V. DiPaola

ELECTED TOWN OFFICIALS

POSITION	NAME	TERM EXPIRES
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Moderator	Donald MacKenzie	2006
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Acton Board of Selectmen

Chair	Peter Ashton	2007
V Chair	Walter M. Foster	2007
Clerk	F. Doré Hunter	2008
	Lauren S. Rosenzweig	2008
	Andrew D. Magee	2006

Acton-Boxborough Regional School

Chair	Michael J. Coppolino	2007
C-Chair	Sharon A. Smith-McManus	2008
	John E. Ryder, Jr	2008
	Marie E. Altieri	2006
	Jo-Ann M. Berry	2006
	Terence Lindgren	2007
	Bruce Sabot	2007
	Rebecca Neville	2008
	Liz Markiewicz	2006

Acton Public Schools Committee

Chair	Marie E. Altieri	2006
V-Chair	John E. Ryder, Jr	2008
	Jo-Ann M. Berry	2006
	Michael J. Coppolino	2007
	Terence Lindgren	2007
	Sharon A. Smith-McManus	2008

Trustees Memorial Library

Pres.	Thomas F. Dunn	2007
V. Pres.	Mildred Jarvis	Corporate
	Robert J. Surdel	2008
	David T. Barrat	2006
	Robert Ferrara	Corporate
	Brewster Conant	Corporate
	Frank Joyner	Corporate
	Dennis Ahern	Corporate
	Ann Chang	Corporate

Housing Authority

V-chair	Jean B. Schoch	2007
Secty	Kenneth Sghia-Hughes	2006
	to fill unexpired term 1year	
Chair	Robert B. Whittlesey	2008
Treas	Denis Sullivan	2010
	Bernice Baran	2006
	to fill un-expired term	

Trustees, Fireman's Relief Fund Acton		
	William Klauer	2008
	Allen H. Nelson	2006
Chair	James D. Young	2007

Trustees, Fireman's Relief Fund West Acton		
Chair	Edward Bennett	2006
	Robert A. Vanderhoof	2007
	Malcolm S. MacGregor	2008

Trustees, Charlotte Goodnow Fund		
	Sally Moore	2006
	Karen Sharp	2007
Chair	Alice P. Miller	2008

Trustees, Elizabeth White Fund		
Chair	Cornelia O. Huber	2007
	Frank Joyner	2006
	Andrea S. Miller	2008

Trustees, West Acton Citizen Library		
Chair	Robert Loomis	2008
	Nancy Lenicheck	2007
	to fill unexpired term	
	Peter J. Guilmette	2006

**OFFICIALS APPOINTED BY
MODERATOR**

POSITION	NAME	TERM EXPIRES
Finance Committee		
Chair	David Stone	2006
V C	Patricia Easterly	2007
	Jonathan Chinitz	2008
	Rheta Roeber	2006
	Robert Evans	2006
	Herman Kabakoff	2007
	Patricia Clifford	2007
	Stephen R. Noone	2006
	Allen Nitschelm	2006
Assoc.	Kent Sharp	2006

Minuteman Science-Technology H.S.		
	Charles H. Olmstead	2008

**APPOINTMENTS MADE BY
SELECTMEN**

POSITION	NAME	TERM EXPIRES
Acton-Boxborough Cultural Council		
7 Acton members - 3 Year Term		
	Rosie M. Latto	2006
Sect.	Rixin Li	2006
	Elaine Sisler	2006
	Nancy Gerhardt	2006
co chair	Ann Budner	2006
	Jana Kertzner	2008
	Rachel F. Lucas	2008

Acton Community Housing Corp		
not less than 5 Members - no associates - Staggered 3 Year Term		
Chair	Nancy Tavernier	2008
	Naomi McManus	2008
	Daniel Buckley	2007
	Robert B. Whittlesey	2008
	Ryan Bettez	2006
	Bernice Baron	2008
Assoc.	Kevin McManus	2006
Assoc.	Pam Shuttle	2006

Board of Appeals		
3 Members and 3 Associate Members - 3 Year Term		
Clerk	David Black	2006
Chair	Jon Wagner	2006
	Kenneth Kozik	2008
Assoc	Cara Voutselas	2008
Assoc	William Sawyer	2006
Assoc	Richard Fallon	2006

Board of Assessors		
3 Members - 1 or more Alternates - 3 Year Term		
chair	James Kotanchik	2006
	David E. Brown	2007
	Susan C. Miller	2008
	open - Alt	

Board of Health		
5 Members - 3 Yr Term and 2 Assoc(voting) - 1 Year Term		
	Mark Conoby	2006
Chair	William McInnis	2007
	Joanne Bissetta	2007
	Pamela Harting Barrat	2008
	William R. Taylor	2006
Assoc-voter	Philip J. Alvarez	2006
Alt	Robert Oliveri	2008
Assoc.	Rita L. Dolan	2006
	open - Assoc/Alt member	

POSITION	NAME	TERM EXPIRES
Board of Registrar of Voters		
3 Members - 3 year term		
	Evelyn Olschewski	2006
	Katherine F. Arnold	2008
	Deena Ferrara	2007

Cable Advisory Committee

7 Members - 3 Year Term

Chair	Frits W. Riep	2006
Clerk	John Covert	2008
	Michael W. Geis	2007
	Theresa M. Landers	2007
	Mark H. Eisenberg	2007
	Maynard G. Brandon	2006
	Ernie J. Lang	2007
	Brian F. Costello	2007
Assoc	Terra Friedrichs	2008
Assoc	Oleg M. Volinsky	2008

Cemetery Commission

3 Members - 3 Year Term

Clerk	Charles Smith	2007
	Brewster Conant	2008
Chair	Leslie Gerhardt	2006

Community Preservation Committee

9 Members (see Bylaw S for terms)

Chair	Matthew Lundberg	2007
V Chair	Susan Mitchell-Hardt	2006
	Walter Foster	2007
	Andrew Magee	2008
Sect	Kenneth Sghia-Hughes	2008
	Peter Berry	2007
	Catherine Coleman	2006
	Edmund R. Starzec	2007
	Victoria Beyer	2008
	Jon Benson	2008
Assoc	Nancy Tavernier	2006

Conservation Commission

7 Members - 3 Year Term and 3 Assoc. - 1 Year Term

V-Chair	Andrew Magee	2008
	resigned 12/10/05	
Chair	Terry Maitland	2006
	Cheryl Lowe	2008
	Janet Adachi	2006
	Michael Eder	2008
	Julia S. Miles	2006
	William Froberg	2006
	Linda Serafini	2008
	To fill A. Magee term (resigned)	
Assoc.	James Snyder-Grant	2006

POSITION	NAME	TERM EXPIRES
Council On Aging		
9 Members - 1 year term and associates		

Chair	Patricia A. Ellis	2006
	Catherine Guinee	2006
	Paul A. Turner	2006
	Gena Manalan	2006
	Jan Patrick	2006
	Anita Dodson	2006
	William K. Ely	2006
	Stephen Baran	2006
	open seat	
Assoc	Edwin A. Carell	2006
Assoc	Sally W. Thompson	2006

Disabilities, Commission On

9 Members - 3 Year Term

Chair	Elizabeth A. Franklin	2006
	John A. Brako	2006
	Edward M. Leary	2006
	Brenda Viola	2007
	Janet A. Feasel	2006
	Jean Nigro-Ricci	2006
	Beatriz Maimone	2008

Economic Development Comm Advisory Committee

11 Members - 3 Year Term

(2-Selectmen, 2-Planning, 1-Fincom, 2-Chamber, 4-At large)

Chair	Edmund R. Starzec	2007
V Chair	Wayne Friedrichs	2006
	Herman Kabakoff	2006
	Ann Chang	2006
	Rheta Roeber	2006
	Gary R. Sullivan	2008
	Philip J. Janus	2006
	Lauren Rosenzweig	2006
	William A. Lawrence	2008
	Chris Papathanasiou	2007
	open seat	

Economic Development & Industrial Corporation

7 Members up to 3 year term

Chair	Joshua Chernin	2007
Vchair	Jonathan Avery	2007
	Harry Hedison	2006
	Bonnie Wilson	2006
	John G. Ravis	2007
	James Walker	2008
	open seat	

POSITION	NAME	TERM EXPIRES
Environmental Standards for Fill Committee		
6 Members 1 year (1-Selectmen, 1- Health, 1 Planning 3 citizens)		
	Peter Ashton	2006
	Joanne Bissetta	2006
	open seat	2006
	Mary Michelman	2006
	Sue Kennedy	2006
	Carol Holley	2006

Finance Committee

9 Members - 3 Year Term

chair	David Stone	2006
v-chair	Patricia Easterly	2007
	Jonathan Chinitz	2008
	Rheta Roeber	2006
	Robert Evans	2006
	Herman Kabakoff	2007
	Patricia Clifford	2007
	Stephen R. Noone	2006
	Allen Nitschelm	2006
Assoc	Kent Sharp	2006

Hanscom Field Advisory

2 Members - 3 Year Term (Advisory to BOS)
open seat

Health Insurance Trustee

5 Members - 3 Year term (Trust Agreement-2003 TM)

Chair	Peter Ashton	2006
	Marie Altieri	2006
	Jonathan Chinitz	2006
	John Murray	By Job Title
	Sharon Summers	By Job Title

Historical Commission

5 Members - 3 Year Term and 2 Assoc. - 1 Year Term

Chair	Peter Grover	2007
	Anita Dodson	2008
	William Klauer	2008
	Victoria Beyer	2006
	Kimberley Connors Hughes	2008
Assoc.	open seat	

Historic District Commission

6 Members - 3 Year Term and 4 Alternate Members - 3 Year Term

chair	Brian Bendig	2006
sect	Michaela Moran	2007
v-chair	Anne Forbes	2006
	Thomas Peterman	2007
	Kenneth Guditz	2006
	Bonnie Geithner	2006
	Aaron W. Moore	2008
	Alt	open

POSITION	NAME	TERM EXPIRES
Land Stewardship Committee		
5-7 members - 5 + years term		
	David Cochran	2006
	Robert Guba	2006
	Gigi Hopkins	2006
	Philip Keyes	2006
	Peggy Liversidge	2006
	Linda McElroy	2006
	Nan Millett	2006
	Cyril Murphy	2006
	Ann Shubert	2006
	James Snyder-Grant	2006
	Laurie Ullmann	2006
	Paul Wasserboehr	2006
	Joan Cirillo	2006
	Charles Carlson	2006
	Richard Rhode	2006

Life After NESWC COMMITTEE

8 members - 2 Selectmen, 1 FinCom

John Murray
Peter Ashton
Patricia Clifford
Sally Edwards
Ann Chang
Carol Holly
David Stone
Garry McCarthy

Lowell Regional Transit

1 Member - 1 Year Term (Advisory to BOS)

Antonio Santoro	2006
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Metropolitan Area Planning

1 Member - 3 Year Term (Advisory to BOS)

Lauren Rosenzweig	2008
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Minuteman Home Care (MMHC)

1 Member - 3 Year Term

Suzanne M. Brozak	2007
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Minuteman Science-Technology H.S.

1 Member - 3 Year Term

Charles H. Olmstead	2008
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POSITION	NAME	TERM EXPIRES
Morrison Farm Committee		
10 Members- Term		
(2 Selectmen, 1 each- EAV, Rec Com, Youth Rec League, Cemetery, Cons Com, Cons Trst, Abutter, At Large)		
	Walter Foster	
	Lauren Rosenzweig	
	Alison Gallagher	
	Bonnie Geither	
	Brewster Conant	
	David Brown	
	Julia Miles	
	Ruth Martin	
	Susan Mitchell-Hardt	
	Ethan Baxter	
	Ann Shubert	
	Anne Forbes	
	Ann Chang	
	Catherine Coleman	
	William Mullin	
	Laurie Ullman	
	Linda McElroy	
	Mia Spies	
	Nan Millett	
	Peggy Liversidge	
	Peter Grover	

Nursing Service Professional Advisory Committee

Unlimited Term		
	Marlene Bergart	2006
	Rita Dolan	2006
	Jane Guber	2006
	Janet Hart	2006
	Richard Porter	2006
	Ruth Porter	2006
	Thomas Wong	2006
	Catherine Block	2006

Open Space Committee

7 Members - 3 year term		
1-Selectmen, 1-Conservation, 1-Planning, 1-Water District)		
Chair	Andrew Magee	2008
	Dick Hatfield	2008
	Jane Ceraso	2008
	Charles Carlson	2008
	Ruth Martin	2008
Clerk	Karen O'Neill	2008
	open seat	

Outdoor Lighting Education Committee

5 Members - 1 year term		
Chair	Bernie Kosicki	2006
	Martin Graetz	2006
	Steven Feinstein	2006
	Gary Green	2006
	Hartley Millett	2006

POSITION	NAME	TERM EXPIRES
Planning Board		
7 Members - 5 Year Term and 2 Assoc. - 1 Year Term		
Chair	Gregory Niemyski	2010
V-Chair	Christopher Schaffner	2008
	Gary R. Sullivan	2009
	Edmund R. Starzec	2007
	Ruth Martin	2008
	Michael C. Densen	2009
	William F. King	2009
Assoc	Bruce Reichlen	2006
Assoc	Alan R. Mertz	2006

Public Ceremonies Committee

11 Members - 3 Year Term		
	Gail Sawyer	2007
	open seat	

Recreation Commission

5 Members - 3 Year Term and 2 Assoc. - 1 Year Term		
Chair	Ronald Schlegel	2006
V Chair	Michele Zarembo	2006
	Alison E. Gallagher	2008
	Matthew Lundberg	2007
	Sasha C O'Connell	2008
assoc	open seat	

Senior / Disabled Taxation Aid Committee - (STAC)

5 Members, Chairman BD of Assessors, Town Treasurer,		
3 Residents		
chair	James Kotanchik	By Job Title
	John Murray	By Job Title
	Peter Ashton	2006
	Nancy Gerhardt	2006
	Carol Mahoney	2006

South Acton Revitalization Committee

5 Members - 3 Year term (Advisory to BOS)		
Inactive		

South Acton Commuter Rail Task Force

	F. Doré Hunter	2006
	Lauren S. Rosenzweig	2006
	Michael Wall	2006
	Michael Acton	2006
	John Sonner	2006
	Jill Gregory	2006
	Gary R. Sullivan	2006
Alternate	Ruth Martin	2006
Alt/Assoc	Beth Wilson	2006

POSITION	NAME	TERM EXPIRES
Sculpture Park Advisory Committee - (SPAC)		
Ad Hoc Committee		
Chair	Walter Foster	2006
	Andrew Magee	2006
	Michael Eder	2006
	Edmund R. Starzec	2006
	James Snyder-Grant	2006
	Yin Peet	2006
	James Norton	2006

Transportation Advisory (TAC)		
5 Members - 3 Year Term and 2 Assoc. - 1 Year Term		
resigned	Renee J. Robins	2006
	Arthur Wu	2008
	Ann Sussman	2006
	Antonio Santoro	2006
	Leslie Hogan	2008
Assoc	James E. Yarin	2006
Assoc	open seat	

Town Report Committee		
5 Members - 3 Year Term		
	open seat	

Volunteer Coordinating Committee		
7 Members - 3 Year Term		
	Nancy Whitcomb	2008
	Jean B. Schoch	2007
	Efi Papadopoulos	2007
	Giorgio Bruschi	2007
	open seat	
	open seat	
	open seat	

Wastewater Citizen's Advisory Committee		
	Walter Foster	
	Lauren Rosenzweig	
	William McInnis	
	Chris Schaffner	
	Jane Ceraso	
	Ann Chang	
	Art Gagne	
	Eric Hilfer	
	Helen Probst	
	James Shope	
	Kathleen Doran Boyle	
	Len Rappoli	
	Nancy Tavernier	
	Pat Cummings	
	Steve Steinberg	

POSITION	NAME	TERM EXPIRES
Water District-Land Management Advisory Committee		
5 members -		
(2 appt by Water Com, 2 appt Water Dist Moderator, 1- Appt by Selectmen)		
	Paul Malchodi	2008
	Greta Eckhardt	2006
	Barry Rosen	2006
	Charles Olmstead	2006
	John Cipar	2006

JOINT TECHNICAL ADVISORY COMMITTEE (JTAC)		
Inactive		

JUSTICE OF THE PEACE		
	Jeffrey G. Bergart	
	Donald R. Gilberti	
	Gail L. Sawyer	

SPECIAL POLICE OFFICER		
Staggered 3 year terms		
	Jonathan Stackhouse	2008
	Deborah Richardson	2007
	John Dristilaris	2006

CONSTABLE		
	Barbara Hartnett	2007
	Dave Allen	2007
	Philip Leblanc	2007
	John R. Scichilone	2007
	Edward Ellis	2007
	Joseph R. Connell	2007
	Christopher N. Prehl	2007

APPOINTMENTS MADE BY THE TOWN MANAGER_____

Assistant Town Manager	
	John Murray III

Assistant Assessor	
	Brian McMullen

Commission on Disabilities		Expires
9 Members for 3 year terms		
	John A. Barko	2006
	Elizabeth A. Franklin	2006
	Christine Weinberger	2006
	Edward Leary	2006
	Brenda Viola	2007
	Janet Feasel	2006
	Selma Garber	2006
	Jean Nigro-Ricci	2006
	Beatriz Maimone	2008

Constable

Robert Connell
 Barbara Hartnett
 John Scicholone
 David Muscovitz
 Christine Joyce
 Christopher Prehl
 Frederick Hryniewicz
 David Allen

2006

Deputy Building Inspector

David F. Abbt

Deputy Forest Warden**Deputy Inspector of Gas Piping and Gas Appliances**

Todd Bosselmann

Deputy Inspector of Wires

Charles Weeks

Emergency Management

Director Don P. Johnson
 Director John Murray
 Deputy Director Gail Sawyer
 Deputy Director Charles Landry

Director of Municipal Properties

Dean Charter

Director of Public Health

Douglas Halley

Dog Officer

Patrick (TAC) Palmer

Fence Viewer

David F. Abbt

Field Driver

William J. Durkin

Fire Chief

Robert Craig

Deputy Fire Chief**Captains**

Carl Robinson Robert Vanderhoof
 George Williams Michael Lyons

Lieutenants

Geoffrey Neagle John White
 Robert Hart Robert Smith

Firefighters

Forest E. Bean, III
 James Young
 Bruce Stone

Firefighters/EMTs

Robert Sabourin	Scott Morse
Richard Sullivan	Brent Carter
Ricky Robinson	Jared Crowley
James Ray	Anita Amum
Brian Richter	Shean Sheridan
Tom Wallerstein	Mark Richardson
Kenneth Ineson	Robert Wetherbee
William Klauer	Christopher Sammet
Leo Hayes	Patrick Judge
Kris Ellicks	Edmond Daigneault
Shawn Ferrari	Nick Pentedemous
Kenneth Carroll	Richard Tyler
Eric Mathieu	
William Rolfe	Dan Morse*

Call Fire Fighter

Robert Puffer

Forest Warden

Chief Craig

Inspector of Animals

Patrick Palmer

2006

Inspector of Gas Piping and Appliances

James G. Corey

Inspector of Wires

William Morehouse

Local Building Commissioner

Garry A. Rhodes

Natural Resources/Cemetery Director

Thomas Tidman

Keeper of the Lockup

Frank J. Widmayer III

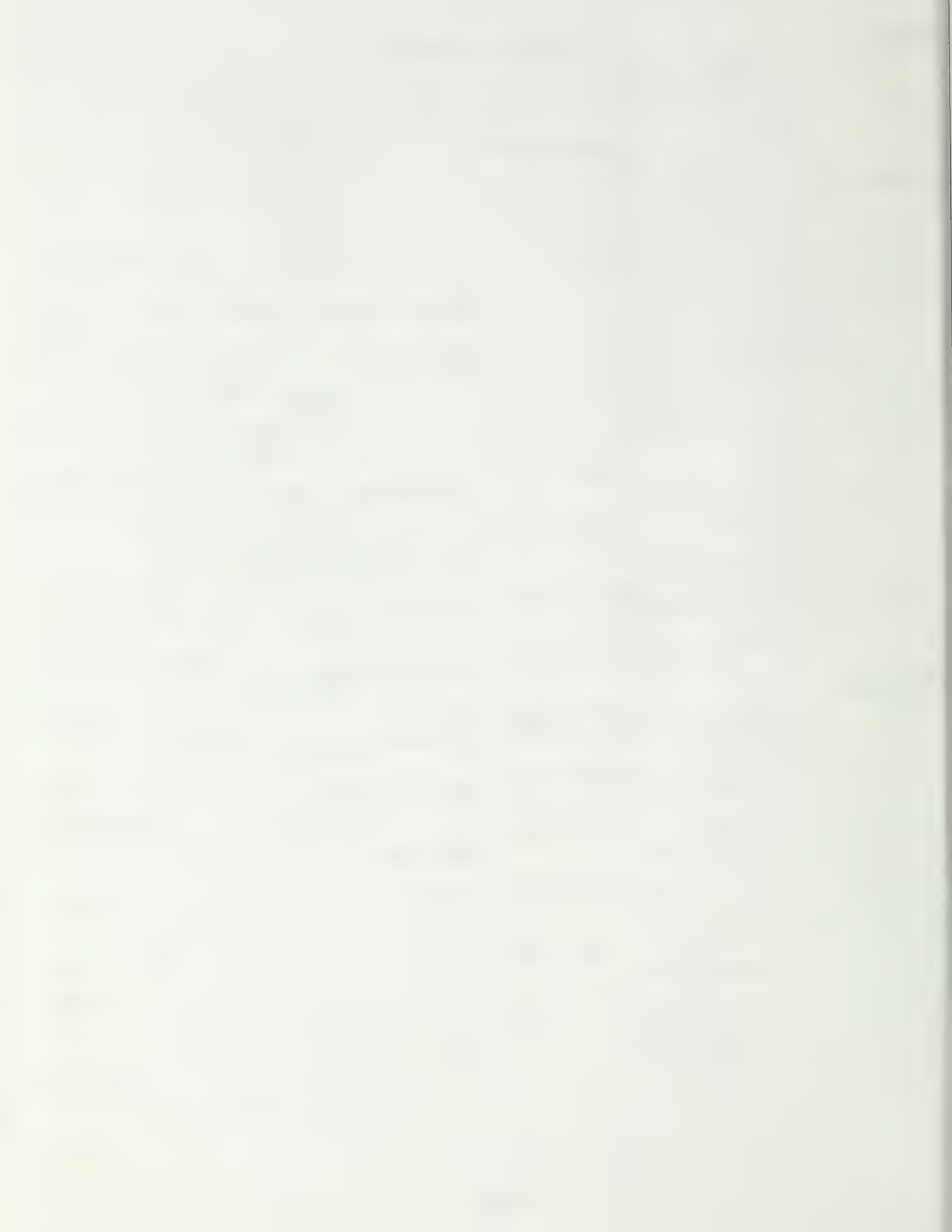
Chief of Police

Frank J. Widmayer III

Lieutenants

Donald L. Palma Jr.
 Thomas J. Rogers

Sergeants			Dispatchers	
	Robert L. Parisi		Kevin Antonelli	
	John Coonery		Robert Boyd	
	James A. Cogan		Kevin Cann	
	Raymond P. Grey		Paul Connors	
	Edward Lawton		Daniel Deane	
			Anne Milligan	
			Robert Puffer	
			Robert Socha	
			Taryn Sundburg	
			Roger Wallace	
			Faith Williams	
Police Officers			Public Ceremonies and Celebrations	
	Gardena Abramowitz		Gail Sawyer	2007
	Christopher Browne			
	Keith Campbell		Public Weighers	
	Michael Cogan		Christopher N. Prehl	
	Paul Cogan		Paul Cogan	2006
	John Collins		James A. Barbato	
	Robert Cowan		Robert Greenough	
	Michael Eraciao			
	James Goodemote		Recreation Director	
	Leo Gower		Mark Trout	
	Kevin Heffernan		Sealer of Weights and Measures	
	Daniel Holway		Mark Fitzpatrick	
	Scott Howe		Supt. Of Streets	
	Dean Keeler		David Brown	
	Scott Krug		Town Finance Director	
	Stephen Mearthy		Steven Barrett	
	Todd McKelvie		Town Engineer	
	Luke Penney		David Abbt	
	Christopher Prehl		Town Report Committee	
	Frederick Rentschler		Ann Chang	Mildred Jarvis
	Daniel Silva		Veteran's Agent	
	Douglas Sturniolo		Retirements *	
	Tricia Sullivan			
Police Matrons				
	Faith Williams			
	Debra Richardson	2006		
	Christine Joyce			
	Kerry Williams			



STREET LIST
OF THE TOWN OF
ACTON, MASSACHUSETTS
TOWN OF ACTON
ENGINEERING DEPARTMENT
JANUARY 1, 2004

STREET MAP			STREET MAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
Abel Jones Place	4	M-10	Breezy Point Road	2	R-9
Acorn Park Drive	2	R-10	Brewster Lane	5	L-11
Adams Street	5	K-12	Briar Hill Road	1	R-11
Agawam Road	3	N-8	Bridges Drive	2	O-10
Albertine Drive	4	L-10	Bridle Path Way	1	Q-13
Alcott Street	6	O-12	Brimstone Lane	1	R-11
Alexandra Way	1	S-10	Broadview Road	5	L-11
Algonquin Road	3	O-8	Bromfield Road	6	O-11
Anders Way	4	N-10	Brook Street	6	Q-11
Andrew Drive	4	N-8	Brookside Circle	5	M-12
Apple Valley Drive	4	K-10	Brown Bear Crossing	1	S-9
Arborwood Road	5	N-11	Brucewood Road	6	N-11
3 – 21 Odd			Brucewood Road East	6	N-11
18 – 20 Even			Bulette Road	2	P-7
Arborwood Road	6	N-11	Butternut Hollow	1	S-9
2 – 12 Even					
Arlington Street	2	P-8	Caitlin Drive	4	M-8
1 – 73 Odd			Candida Lane	5	N-11
14 – 134 Even			Captain Brown's Lane	4	N-9
Arlington Street	3	N-8	Captain Forbush Lane	4	N-9
89 – 423 Odd			Captain Handley Road	1	R-10
272 – End Even			Carlisle Road	1	T-11
Arlington Street	4	N-8	Carlton Drive	5	K-11
158 – 262 Even			Carriage Drive	5	M-11
Ashley Circle	1	S-11	Castle Drive	3	L-8
Ashwood Road	6	N-11	Cedar Terrace	4	N-9
Assabet Crossing	5	L-12	Central Street	3	N-7
Audubon Drive	5	L-11	236 456 Even		
Autumn Lane	3	M-8	283 – 459 Odd		
Ayer Road	5	N-12	Central Street	4	M-8
Azalea Court	6	P-13	1 – 267 Odd		
			2 – 224 Even		
Badger Circle	1	S-11	Chadwick Street	5	M-11
Balsam Drive	2	P-9	Chaffin Way	2	P-8
Bankside Hollow	1	S-9	Charter Road	2	N-9
Barker Road	6	N-10	63 – 103 Odd		
Baxter Road	4	M-9	54 – 106 Even		
Bayberry Road	6	P-12	Charter Road	4	N-9
Beechnut Street	2	R-9	16 – 50		
Bellantoni Drive	5	N-13	Cherokee Road	3	O-8
Bellows Farm Road	1	R-12	Cherry Ridge Road	3	M-8
Berry Lane	6	O-12	Chestnut Street	2	R-9
Beth Circle	1	S-9	Church Street	3	M-8
Betsy Ross Circle	3	L-7	Cindy Lane	5	L-12
Beverly Road	4	N-10	Clover Hill Road	5	M-12
Billings Street	4	L-9	Coburn Drive	5	M-11
Birch Ridge Road	3	M-7	Conant Street	5	L-11
Bittersweet Lane	1	R-11	Concetta Circle	5	L-12
Black Horse Drive	3	L-7	Concord Place	6	O-11
Blue Heron Way	1	R-11	Concord Road	6	O-11
Blueberry Path	1	T-11	Conquest Way	4	M-9
Brabrook Road	6	P-12	Coolidge Drive	2	O-9
Bramble Way	1	R-12	Coughlin Street	6	O-10

STREET MAP

STREET NAME	PRECINCT	INDEX
Country Club Road	5	L-11
Countryside Road	2	P-7
Cowdrey Lane	2	O-10
Craig Road	6	N-12
Crestwood Lane	4	M-9
Cricket Way	6	P-11
Cross Street	1	T-11
Davis Road	1	R-11
Deacon Hunt Road	4	N-9
Deergrass Lane	1	R-11
Devon Drive	1	T-11
Discovery Way	5	N-11
Doris Road	4	N-10
Downey Road	4	L-9
Driftwood Road	6	N-11
Drummer Road	5	M-12
Duggan Road	3	L-8
Dunham Lane	5	L-12
Durkee Road	4	M-9
Duston Lane	1	R-12
Eastern Road	1	S-11
Eliot Circle	2	O-10
Elm Court	3	N-8
Elm Street	3	N-8
Emerson Drive	6	O-12
Esker Way	6	O-11
Esterbrook Road	6	P-12
Ethan Allen Drive	3	L-7
Evergreen Road	2	P-9
Evergreen Way	2	P-9
Fairway Road	5	L-11
Farley Lane	5	L-10
Farmers Row	1	Q-11
Farmstead Way	4	N-10
Faulkner Hill Road	5	L-10
Fernwood Road 3 – 11 Odd	5	N-11
Fernwood Road 4 – 10 Even	6	N-11
Fife & Drum Road	2	O-10
Fischer Path	1	R-11
Flagg Road	6	P-12
Fletcher Court	4	L-10
Flint Road	4	M-9
Flintlock Drive	3	L-7
Forest Road	6	O-11
Fort Pond Road	2	P-8
Foster Street	6	N-12
Fox Hill Road	5	M-11
Francine Road	4	N-10
Fraser Drive	4	M-9

STREET MAP

STREET NAME	PRECINCT	INDEX
Freedom Farme Road 1 – 5 Odd	2	O-8
Freedom Farme Road 2 – 4 Even		
Freedom Farme Road 7 – 21 Odd	3	O-8
Freedom Farme Road 8 – 22 Even		
Frost Drive	2	O-11
Gerald Circle	5	L-12
Gionconda Avenue	5	M-11
Granite Road	1	S-10
Grace Path	1	Q-12
Grasshopper Lane	6	P-11
Great Elm Way	1	S-9
Great Road 1 – 217 Odd	6	Q-13
Great Road 2 – 336 Even		
Great Road 340 – End Even	2	Q-11
Green Needle Way	1	R-12
Greenwood Lane	2	P-10
Gregory Lane	3	M-8
Greybitch Lane	1	Q-12, R-12
Grist Mill Road	3	L-8
Guswood Road	5	N-12
Haley Lane	5	M-11
Half Moon Hill	3	N-8
Hammond St	2	P-9
Harris Street	1	R-10
Hartland Way	1	T-11
Harvard Court	6	Q-11
Hatch Road	5	L-11
Hawthorne Street	6	O-12
Haynes Court	3	M-8
Hayward Road 1 – 61 Odd	2	N-9
Hayward Road 66 – End Even	4	N-9
Hayward Road 4 – 54 Even	6	N-9
Hazelnut Street	2	R-10
Heald Road	2	O-10
Heather Hill Road	4	L-8
Hemlock Lane	2	P-10
Henley Road	1	S-9
Hennessey Drive	4	M-9
Heritage Road	5	N-12
Heron View Road	4	L-9
Hickory Hill Trail	2	P-10
High Street	5	L-11
Highland Road	3	K-7
Highridge Way	1	S-9
Hillcrest Drive	5	M-11

STREET MAP

STREET NAME	PRECINCT	INDEX			
Hillside Terrace	3	M-8	MacGregor Way	5	M-11
Homestead Street	3	M-8	MacLeod Lane	3	L-8
Horseshoe Drive	6	O-12	McKinley Drive	2	P-9
Hosmer Street	5	N-12	Maddy Lane	5	N-11
103 – 119 Odd			Madison Lane	2	O-9
Hosmer Street	6	O-11	Magnolia Drive	6	P-13
3 – 91 Odd			Maillet Drive	5	L-12
2 – 106 Even			Main Street	5	O-10
Houghton Lane	3	N-8	3 – 113 Odd		
Huckleberry Lane	6	O-10	Main Street	4	M-11
Huron Road	3	O-8	4 – 312 Even		
			123 – 321 Odd		
Independence Road	5	L-12	Main Street	2	O-10
Iris Court	6	P-12	398 – 650 Even		
Issac Davis Way	6	O-10	Main Street	6	R-11
			355 – 641 Odd		
			348 – 378 Even		
Jackson Drive	2	O-9	Main Street	1	R-11
Jay Lane	1	Q-12	660 – End		
Jefferson Drive	2	O-9	655 – End		
Jennifer Path	1	R-10	Mallard Road	4	N-9
Jesse Drive	3	N-8	Maple Street	4	L-10
John Swift Road	2	O-10	Marian Road	3	L-8
Joseph Reed Lane	4	N-9	Marshall Path	1	T-11
Juniper Ridge Road	3	M-8	Martin Street	4	L-10
			Massachusetts Avenue	6	N-11
Kate Drive	1	R-11	151 – 299 Odd		
Keefe Road	6	O-13	186 – 222 Even		
Kelley Road	4	N-10	Massachusetts Avenue	3	M-8
Kennedy Lane	2	N-8	603 – 693 Odd		
Kingman Road	3	L-8	592 – 698 Even		
Kinsley Lane	4	M-8	Massachusetts Avenue	4	N-9
Kinsley Road	4	M-8	310 – 598 Even		
Knowlton Drive	4	N-9	367 – 587 Odd		
Knox Trail	5	L-13	Mead Terrace	3	M-8
			Meadows Edge	1	S-9
Ladyslipper Lane	1	Q-12	Meadow Brook Road	2	P-10
Larch Road	2	P-10	Meetinghouse Road	5	M-12
Laurel Court	5	M-11	Merriam Lane	5	M-11
Laws Brook Road	5	N-12	Meyer Hill Drive	1	R-10
1 – 63 Odd			Milbery Lane	3	M-8
Laws Brook Road	6	N-12	Milldam Road	1	S-11
2 – 66 Even			Minot Avenue	6	O-11
Ledge Rock Way	1	S-11	Minuteman Road	2	O-10
Lexington Drive	5	N-12	Mohawk Drive	3	N-7
Liberty Street	4	L-10	Mohegan Road	3	O-8
Lilac Court	5	M-11	Monroe Drive	2	O-9
Lillian Road	2	P-7	Mossy Lane	1	R-11
Lincoln Drive	2	P-9	Musket Drive	2	O-10
Lisa Lane	5	N-12	Myrtle Drive	6	P-12
Littlefield Road	3	O-7			
Long Ridge Road	2	P-9	Nadine Road	4	N-10
Longfellow Park	6	O-11			
Longmeadow Way	1	Q-11			
Loosestick Way	1	R-11			

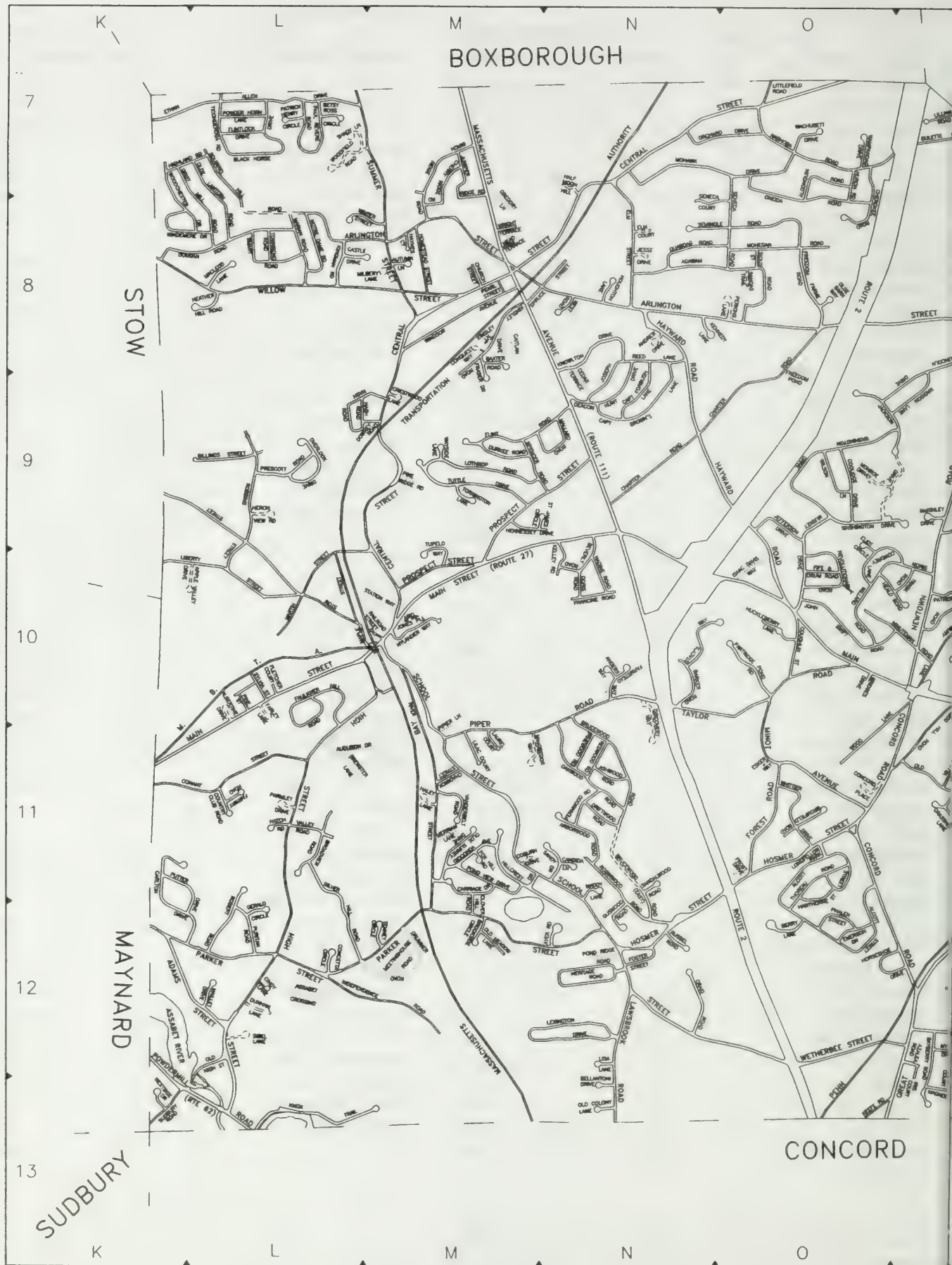
STREET MAP

STREET NAME	PRECINCT	INDEX
Nagog Hill Road	6	Q-9
1 – 59 Odd		
12 – 48 Even		
Nagog Hill Road	2	Q-9
77 – End		
74 – End		
Nagog Park	1	S-9
Nagog Square	1	S-9
Nash Road	4	L-9
Nashoba Road	3	O-7
Newtown Road	2	P-8
Nonset Path	1	S-9
Northbriar Road	1	S-11
North Street	1	T-11
Notre Dame Road	3	L-8
Nylander Way	4	M-10
Oakwood Road	5	N-12
1 – 19 Odd		
Oakwood Road	6	N-12
2 – 26 Even		
21 – End Odd		
Old Beaver Brook	1	S-9
Old Cart Path	1	Q-11
Old Colony Lane	5	N-13
Old High Street	5	L-12
Old Meadow Lane	5	M-12
Old Oregon Trail	1	Q-11
Old Stone Brook	1	S-9
Old Village Road	6	P-11
Olde Barn Way	2	O-8
Olde Lantern Road	3	L-8
Olde Surrey Drive	5	M-11
Oneida Road	3	O-8
Orchard Drive	3	N-7
Overlook Drive	4	L-9
Oxbow Drive	1	Q-11
Palmer Lane	2	R-10
Parker Street	5	L-12
Parmley Drive	5	L-11
Partridge Pond Road	6	O-10
Partridge Hollow	2	Q-10
Patrick Henry Circle	3	L-7
Patriots Road	2	P-10
Paul Revere Road	3	L-7
Pearl Street	4	M-8
Perkins Lane	3	N-8
Phalen Street	6	O-12
Pheasant Hill	1	S-9
Phlox Lane	6	P-12
Pine Cone Strand	1	S-9
Pine Street	4	L-10
Pine Ridge Road	4	M-9

STREET MAP

STREET NAME	PRECINCT	INDEX
Pinewood Road	6	N-11
Piper Lane	4	M-11
Piper Road	4	M-11
4 – 96 Even		
Piper Road	5	M-11
1 – 53 Odd		
Piper Road	6	M-11
63 – 79 Odd		
Pond Ridge Drive	5	N-12
Pond View Drive	5	M-11
Pope Road	1	Q-12
196-258 Even		
205 – 249 Odd		
Pope Road	6	Q-12
16 – 190 Even		
3 – 187 Odd		
Post Office Square	2	P-11
Powder Horn Lane	3	L-7
Powder Mill Road	5	L-13
Prescott Road	4	L-9
Proctor Street	6	Q-12
Prospect Street	4	M-10
Puritan Road	5	L-12
Putnam Road	2	P-10
Putter Drive	5	K-11
Quaboag Road	3	N-8
Quail Run	1	R-11
Quarry Road	1	S-10
Railroad Street	4	M-10
Redwood Road	6	N-11
Reeve Street	1	S-10
Revolutionary Road	2	O-10
Rex Lane	1	S-11
River Street	5	M-11
Robbins Street	4	L-9
Robert Road	5	L-12
Robinwood Road	5	N-11
1 – 29 Odd		
Robinwood Road	6	N-11
4 – 22 Even		
Rose Court	6	P-13
Route 2		O-8, O-12
Russell Road	6	N-12
Sachem Way	1	R-10
Saint James Circle	4	M-9
Samantha Way	1	R-10
Samuel Parlin Drive	2	P-9
Sandalwood Road	6	N-11
Sandas Trail	3	O-8
Sandy Drive	5	N-11
Sarah Indian Way	2	Q-8

Sawmill Road	1	S-11	Ticonderoga Road	3	L-7
STREET MAP			STREET MAP		
STREET NAME	PRECINCT	INDEX	STREET NAME	PRECINCT	INDEX
School Street	4	M-10	Till Drive	1	S-11
2 – 90 Even			Tinsdale Drive	1	T-11
School Street	5	M-11	Torrington Lane	4	M-9
100 – 248 Even			Towne House Lane	4	N-10
3 – 271 Odd			Townsend Road	3	L-8
School Street	6	M-10	Trask Road	2	O-10
285 – 311 Odd			Triangle Farm Lane	1	S-13
256 – 312 Even			Tumbling Hawk	1	S-9
Seminole Road	3	N-8	Tupelo Way	4	M-10
Seneca Court	3	N-8	Tuttle Drive	4	M-9
Seneca Road	3	N-8			
Settlement Way	1	R-11	Valley Road	5	L-11
Shady Lane	3	L-7	Vanderbelt Road	5	M-11
Sibel Lane	5	L-12			
Silver Hill Road	5	L-12	Wachusett Drive	3	O-7
Simon Hapgood Lane	1	Q-13	Walnut Street	2	R-10
Simon Willard Road	2	O-10	Wampanoag Drive	3	O-7
Sioux Street	3	O-8	Wampus Avenue	1	R-10
Skyline Drive	2	R-10	Washington Drive	2	O-9
Smart Road	3	L-8	Waterside Clearing	1	S-9
South Street	1	T-11	Wayside Lane	4	M-9
Spencer Brook Road	1	S-13	West Road	4	N-8
Spencer Road	4	M-9	Westford Lane	1	S-9
Split Rock	1	S-9	Westside Drive	5	K-12
Spring Hill Road	1	R-12	Wetherbee Street	6	O-12
Spruce Street	3	M-9	Wheeler Lane	1	S-11
30 – 70 Even			Wheelwright Lane	1	R-11
25 – 75 Odd			Whispering Way	1	R-11
Spruce Street	4	M-8	Whittier Drive	6	O-11
10 – 20 Even			Willis Holden Drive	2	P-9
5 – 11 Odd			Willow Street	3	L-8
Squirrel Hill Road	3	L-8	5 – 179 Odd		
Stacy's Way	6	N-10	Willow Street	4	L-8
Station Way	4	M-10	28 – 180 Even		
Stonemeadow Way	6	P-12	Wilson Lane	2	O-9
Stow Street	4	L-10	Windemere Drive	3	K-8
Strawberry Hill Road	1	Q-12	Windingwood Lane	1	R-11
4 – End Even			Windsor Avenue	4	M-8
Strawberry Hill Road	6	Q-12	Wingate Lane	6	P-12
5 – End Odd			Winter Street	3	L-8
Sudbury Road	5	K-13	Winterberry Path	1	R-11
Summer Street	4	M-8	Wood Lane	6	O-11
8 – 20 Even			Woodbury Lane	2	P-10
13 – 23 Odd			Woodchester Drive	3	K-8
Summer Street	3	M-8	Woodfield Road	3	L-7
33 – End			Wright Terrace	3	M-8
Sutton Place	2	Q-9	Wyndcliff Drive	1	R-11
Sweetbriar Way	1	Q-11			
Sylvia Street	4	L-10			
Taylor Road	6	O-10			
Tenney Circle	5	M-12			
Thoreau Road	6	D-11			





LEGEND

- PRIVATE WAYS
- PRIVATE UNACCEPTED ROADS APPROVED UNDER THE SUBDIVISION CONTROL LAW
- PUBLIC WAYS

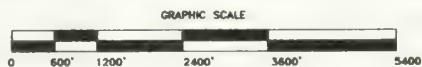
STATISTICS

TOWN OWNED ROADS	105.3 MI
STATE OWNED ROADS	10.3 MI
TOWN OWNED SIDEWALK	38.9 MI
AREA OF TOWN	20.3 S.M

STREET MAP
OF THE TOWN OF
ACTON, MASSACHUSETTS

TOWN OF ACTON ENGINEERING DEPARTMENT
SCALE 1" = 2400' JANUARY 1, 1997

STREETS AMENDED TO JANUARY 1, 2004



The Town maintains electronic mail ("E-mail") distribution groups for all Boards, Committees and Commissions, as well as Departments. Such groups are commonly referred to as "shells."

E-mails sent to shells are automatically forwarded to all members of the group who have provided their e-mail address to the Town.

Using e-mail does not satisfy Open Meeting Law requirements (Massachusetts General Laws, Chapter 39, Section 23B). Please direct questions regarding this law to the Town Clerk.

To use a shell, send your e-mail to the address listed in the right-hand column of this table. When replying to an e-mail sent to a shell, it is recommended that you use the "Reply to All" function of your e-mail program so that all members are copied on your reply.

Acton Community Housing Corporation	ahc@acton-ma.gov
Acton Leadership Group	alg@acton-ma.gov
Acton-Boxborough Cultural Council	abcc@acton-ma.gov
Appeals, Board of	boa@acton-ma.gov
Assessor Department	assessor@acton-ma.gov
Assessors, Board of	bas@acton-ma.gov
Building Department	building@acton-ma.gov
Cable Advisory Committee	cac@acton-ma.gov
Cemetery Department	cemetery@acton-ma.gov
Citizens' Library Department	wacl@acton-ma.gov
Clerk Department, Town	clerk@acton-ma.gov
Collector Department	collector@acton-ma.gov
Commission on Disability	cod@acton-ma.gov
Community Preservation Committee	cpc@acton-ma.gov
Conservation Commission	conscom@acton-ma.gov
Council on Aging	coa@acton-ma.gov
Council on Aging Department (Senior Center)	seniorcenter@acton-ma.gov
East Acton Village Planning Committee	eav@acton-ma.gov
Economic Development Committee	edc@acton-ma.gov
Emergency Management Agency, Acton	ema@acton-ma.gov
Engineering Department	engineering@acton-ma.gov
Fair Housing Committee	fhc@acton-ma.gov
Finance Committee	fincom@acton-ma.gov
Finance Department	finance@acton-ma.gov
Fire Department	fire@acton-ma.gov
Hanscom Field Advisory Committee	hfac@acton-ma.gov
Health Department	health@acton-ma.gov
Health, Board of	boh@acton-ma.gov
Highway Department	highway@acton-ma.gov
Historic District Bylaw Study Committee	hdbsc@acton-ma.gov
Historic District Commission	hdc@acton-ma.gov
Historical Commission	hc@acton-ma.gov
Human Resources Department	hr@acton-ma.gov
Information Technology Department	it@acton-ma.gov
Joint Technology Advisory Committee	jtac@acton-ma.gov
Land Stewardship Committee	lsc@acton-ma.gov
Manager Department, Town	manager@acton-ma.gov
Memorial Library Department	library@acton-ma.gov
Metropolitan Advisory Planning Council	mapc@acton-ma.gov
Municipal Properties Department	mp@acton-ma.gov
Natural Resources Department	nr@acton-ma.gov
Nursing Department	nursing@acton-ma.gov
Open Space and Recreation Committee	osrc@acton-ma.gov
Outdoor Lighting Advisory Committee	olac@acton-ma.gov

Parking Clerk	parkingclerk@acton-ma.gov
Personnel Board	peb@acton-ma.gov
Planning Board	pb@acton-ma.gov
Planning Department	planning@acton-ma.gov
Police Department	police@acton-ma.gov
Public Ceremonies Committee	pcc@acton-ma.gov
Public Safety Facilities Building Committee	psfbc@acton-ma.gov
Recreation Commission	reccom@acton-ma.gov
Recreation Department	recreation@acton-ma.gov
School Committee, Acton-Boxborough Regional	abrsc@acton-ma.gov
School Committee, Acton Public	apsc@acton-ma.gov
Selectmen, Board of	bos@acton-ma.gov
Senior Taxation Aid Committee	stac@acton-ma.gov
South Acton Revitalization Committee	sarc@acton-ma.gov
Town Report Committee	trc@acton-ma.gov
Transportation Advisory Committee	tac@acton-ma.gov
Treasurer's Advisory Committee	trac@acton-ma.gov
Volunteer Coordinating Committee	vcc@acton-ma.gov
Wastewater Advisory Committee	wac@acton-ma.gov



TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the office of the Town Manager at the Acton Town Hall.

(Please print or type)

Date: _____

Mr/Mrs.
Ms/Dr. Last Name _____ First Name _____ Middle Initial _____

Street Address _____ Home Phone _____ Email _____

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee, or Commission,

which is of interest to you:

1) _____

2) _____

3) _____

Have you been a member of a Board, Committee, or Commission previously (either in Acton or elsewhere)? If you have, please

list name(s) and dates (approx):

Do you have any time restrictions? _____

How long have you lived in Acton? _____ in Massachusetts? _____

Are you a US citizen? _____

Present occupation and employer? (optional-attach resume) _____

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? _____

Education or special training _____

Please list below any additional information or comments which may help in the matching of your interests with the most appropriate Board/Committee, such as a civic experience, special interest/hobbies, etc.: _____

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton-Boxborough Arts Council
Aging, Council on
Appeals, Board of
Assessors, Board of
Cable Advisory Committee
Cemetery Commission
Commission on Disability
Conservation Commission
Fair Housing Committee
Finance Committee
Volunteer Coordinating Committee

Historic District Commission
Historical Commission
Metropolitan Advisory Planning Council
Minuteman Home Care
Minuteman Vocational School Representative
Planning Board
Prison Advisory Board
Public Ceremonies Committee
South Acton Revitalization Committee
Town Report Committee
Health, Board of

Thank you. If you have any questions or would like more information, please contact a member of the Volunteer Coordinating Committee (you can find out who the current members are by calling the Town Manager's office at Town Hall, 978-264-9612). The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC INTERVIEW

Applicant called: date/by _____

Schedule date/time _____

VCC Recommendation: Date _____

Board(s) _____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

_____ Member/Alt/Assoc

BOS/TMgr/TMod _____

[] No openings at this time _____

APPOINTING BODY: BOS/Mgr/TMod

Interview Date: _____

Appointed: Date _____

to: Board _____

Term _____

NOTIFICATION OF APPOINTMENT

Date Received by VCC _____

Notification by the VCC _____

Date committee notified _____

Date applicant notified _____

AT YOUR SERVICE

EMERGENCIES

Call 911 to save a life, report a fire, or stop a crime. Give your name, address and phone number.
For other calls, use the business number of the appropriate department.

For questions concerning:	Call:	Telephone
Animal Inspection	Animal Inspector	263-4979
Assessments	Board of Assessors	264-9622
Bills and Accounts	Town Accountant	264-9621
Births, Deaths, and Marriages	Town Clerk	264-9615
Building Commissioner		264-9632
Cemeteries	Cemetery Department	264-9644
Civil Defense	Director of Civil Defense	264-9655
Conservation	Conservation Office	264-9631
Dog Problems (see Licenses)	Dog Officer	264-9638
Education Information	School Superintendent's Office	264-4700
Elderly Affairs	Council on Aging	264-9643
	Minuteman Home Care	263-8720
	Public Health Nursing Service	264-9653
Elections, Voting and Registration	Town Clerk	264-9615
Engineering	Town Engineer	264-9628
Fire (Business and Permits)	Fire Department	264-9645
Garbage and Refuse	Board of Health	264-9634
Hazardous Materials	Board of Health	264-9634
Health and Sanitation	Board of Health	264-9634
Highways and Streets	Highway Department	264-9624
Home Nursing	Public Health Nursing Service	264-9653
Housing	Housing Authority	263-5339
Libraries	Acton Memorial Library	264-9641
	Citizen's Library of West Acton	264-9652
	T.D.D. (for the deaf)	635-0072
Licenses		
Dog, Fishing, Hunting	Town Clerk	264-9615
Mental Health	Mental Health Assoc. of Central Middlesex	369-7715
Permits		
Blasting	Fire Department	264-9645
Building	Building Inspector	264-9632
Food Service	Board of Health	264-9634
Heating	Fire Department	264-9645
Historic Districts Certificate	Building Department	264-9632
Oil Burner	Fire Department	264-9645
Outdoor Burning	Fire Department	264-9645
Plumbing	Building Department	264-9632
Sewage	Board of Health	264-9634
Smoke Detector	Fire Department	264-9645
Wiring	Building Department	264-9632
Zoning	Zoning Enforcement Officer	264-9636
Planning	Planning Department (Fair Housing)	264-9636
Police Business	Police Department	264-9638
Recreation	Town Hall	264-9608
Selectmen	Town Hall	264-9611

For questions concerning:

Street Lights
 Street Trees
 Tax Collections
 Town Finances
 Town Manager
 Train Service
 Transfer Station/Recycle Center
 Veterans' Services
 Water Problems
 Welfare
 Wire Inspection
 Zoning
 Zoning Appeals

Schools

School Nurse

Night Calls

Special Calls

Custodian

Call:

Municipal Properties
 Municipal Properties
 Treasurer and Collector
 Treasurer
 Town Hall
 Boston and Maine
 Highway Department
 Veterans' Agent
 Water District
 Welfare Department
 Wire Inspector
 Zoning Enforcement Officer
 Board of Appeals

Telephone

264-9629
 264-9629
 264-9617
 264-9617
 264-9612
 800-392-6100
 264-9624
 264-9617
 263-9107
 978-893-0146
 263-9632
 264-9636
 264-9632

 Switchboard Calls (7 a.m. - 4 p.m.) 264-4700
 Acton-Boxborough Regional High School 264-4700
 Acton-Boxborough Regional Junior High School 264-4700
 Community Education Office 266-2525
 Conant School 266-2550
 Douglas School 266-2560
 Gates School 266-2570
 McCarthy-Towne School 264-4700
 Merriam School 264-4700
 Central Office (all schools) 264-4700
 Community Education at High School 264-4700 x 403
 Community Education at Junior High School 264-4700 x 304
 Athletic Office 264-4700 x 420
 Field Office 264-4700 x 423
 Extended Day Programs 264-4700 x 245
 Acton-Boxborough Regional High School 264-4700 x 409
 Acton-Boxborough Junior High School 264-4700 x 309

REGULARLY SCHEDULED MEETINGS

Meeting Times Can Be Checked By Calling Town Clerk's Office

Acton Finance Committee	Tuesday 7:30 PM As Posted	Town Hall
Acton Historical Commission	2nd Wednesday 8 PM	Town Hall
Acton Housing Authority	1st & 3rd Monday 7:30- PM	68 Windsor Ave., West Acton
Acton Memorial Library Trustees	4th Monday 7:30 PM	Conference Room
Board of Appeals	As Posted	Town Hall
Board of Assessors	1st Wednesday 6 PM	Town Hall
Board of Health	2nd & 4th Monday 7:30 PM	Town Hall
Board of Selectmen	Every other Monday As Posted 7:00 PM	Town Hall
Cable Advisory	As Posted	
Cemetery Commission	2nd Tuesday 2 PM	Woodlawn Com.
Citizens' Library	3rd Thursday 7:30 PM	Citizens' Library, West Acton
Commission on Disability	2nd Wednesday 7 PM	Town Hall
Community Housing	1st & 3rd Thursday 7 AM	Town Hall
Conservation Commission	1st & 3rd Wednesday 7:30 PM	Town Hall
Council on Aging	2nd Wednesday (except August) 7:30 PM	Senior Center, Audubon Drive
Historic District Commission	1st & 3rd Monday 7:30 PM	Town Hall
Planning Board	2nd & 4th Tuesday 7:30 PM	Acton Memorial Library
Recreation Commission	4th Tuesday 7:30 PM	Town Hall
School Committee - Local	As Posted	Junior High Library
School Committee - Regional	As Posted	High School Library
Transportation	2nd Tues. 7:30 PM	Town Hall
Volunteer Coordinating Committee	2nd & 4th Monday 7:30 PM	Town Hall
Water Commissioners	2nd & 4th Monday 7:30 PM	Whitcomb Station, 693 Mass. Ave.







